

2012-2013 Brooks Institute Catalog

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TOUR SCHEDULE

Visitors are welcome at all facilities throughout the week. Individual and group tours can be arranged in advance by appointment. Tours include student presentations and a guided walkthrough of some of the facilities. Tours in Santa Barbara begin at the Mason Campus located at 25 E. Mason Street, Santa Barbara, CA 93103 and in Ventura at the Administration Building located at 5301 North Ventura Ave, Ventura, CA 93001. Please contact the Admissions Office to RSVP at 888-304-3456.

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This catalog is current as of the time of publication. **Brooks Institute** reserves the right to make changes at any time to any portion of this catalog, including tuition and fees, academic programs and courses, school policies and procedures, faculty and administrative staff, the school calendar and other dates, equipment and instructional materials, to modify curriculum and to combine or cancel classes, and other provisions.

All photographs in this publication were taken by Brooks Institute and accurately present the general type and quality of equipment and facilities found at Brooks Institute.

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Message from the President

On behalf of our faculty and staff, I welcome you to **Brooks Institute**. At Brooks Institute, we continue a tradition of over 66 years of educational excellence and commitment to preparing our students for a rewarding career in the visual and media arts.

The visual image lies at the center of how our culture perceives and communicates itself through photography, motion picture, video and graphic design media utilized in virtually every industry.

At **Brooks Institute** we practice our philosophy of learning by doing. This hands-on approach makes our graduates responsible, resourceful and accomplished. Our degree programs emphasize the essential combination for success as a visual/ media artist and communicator: a balance between technology, art and science, business and practice.

Our experienced and highly competent faculty and staff dedicate themselves to helping both students and graduates realize their potential to reach their career goals. Our programs are designed to meet the high standards and expectations set by the industry in these professional areas, and we recognize the rigor of our programs. With persistence and determination to succeed, our commitment to help, and our shared passion about visual imagery, an exciting educational experience awaits those that join our Brooks Institute community.

I offer my personal congratulations for your recognition of the value of a professional education and for taking the first step toward your future career.

Sincerely,

A handwritten signature in cursive script that reads "Susan Kirkman".

Susan Kirkman
President

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MISSION STATEMENT

Brooks Institute educates a diverse student body of aspiring professionals to pursue careers in the visual, new media, and communication arts.

Our multi-disciplinary approach promotes collaboration, critical thinking, and creativity to develop graduates who are technologically adept and visually sophisticated with high standards of professional ethics.

Brooks Institute’s faculty of industry professionals and academics offer experiential learning to prepare students for a life of continuous learning in complex and changing environments.

Institutional Student Learning Outcomes (ISLO’s)

<i>Visual Literacy</i>	Graduates are visually sophisticated.
<i>Adept</i>	Graduates are career-ready as demonstrated by their ability to apply their body of knowledge using relevant tools and diverse skills.
<i>Ethics</i>	Graduates are able to identify, articulate, and apply ethical principles in their community and professional life.
<i>Communication</i>	Graduates are able to communicate clearly and effectively.
<i>Problem Solver</i>	Graduates integrate ideas, methods, practices, and theories across broad and specialized knowledge realms using critical thinking and analytical skills.
<i>Collaboration</i>	Graduates work collaboratively to achieve a common goal.
<i>Global</i>	Graduates exhibit an understanding of the interconnectedness and diversity of cultures and environments in a global society.

ACCREDITATION AND AFFILIATIONS

Brooks Institute is accredited by the **Accrediting Council for Independent Colleges and Schools (ACICS)** to award certificates, bachelor’s degrees and master’s degrees. The Accrediting Council for Independent Colleges and Schools is listed as a nationally recognized accrediting agency by the United States Department of Education (USED) and is recognized by the Council for Higher Education Accreditation (CHEA).

ACICS is located at 750 First Street, NE, Suite 980, Washington, D.C. 20002-4241, and can be contacted at 202-336-6780.

Brooks Institute has applied for Eligibility from the **Senior College Commission of the Western Association of Schools and Colleges (WASC)**. WASC has reviewed the application and determined that Brooks Institute is eligible to proceed with an application for Candidacy for Accreditation. A determination of Eligibility is not a formal status with the Accrediting Commission, nor does it assure eventual accreditation; it is a preliminary finding that the institution is potentially able to be accredited and can proceed within three years of its Eligibility determination to be reviewed

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for Candidacy status with the Accrediting Commission. Brooks Institute is accredited through ACICS and will maintain ACICS accreditation throughout the application process with WASC.

Brooks Institute is a private institution. Brooks Institute's approval to operate in the State of California is based on provisions of the **California Private Postsecondary Education Act (CPPEA)** Of 2009, which is effective January 1, 2010. Brooks Institute under Section 94802(a) of CPPEA, will by operation of law, be approved until April 12, 2013. The Act is administered by the Bureau for Private Postsecondary Education, under the Department of Consumer Affairs. The Bureau can be reached at: P.O. Box 980818, Sacramento, CA 95798-0818, (888) 370-7589, www.bppe.ca.gov.

Prospective students are encouraged to review this catalog prior to signing an enrollment agreement. Prospective students are also encouraged to review the **School Performance Fact Sheet**, which is acknowledged when signing the enrollment agreement. Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at the address above. A student or any member of the public may file a complaint about this institution with Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet Web site, www.bppe.ca.gov.

STATEMENT OF OWNERSHIP

Brooks Institute is owned by Brooks Institute, LLC, which is wholly owned by **Career Education Corporation (CEC)**. CEC is a Delaware corporation with principal offices located at 231 North Martingale Road, Schaumburg, IL 60173-2007. Brooks Institute has never filed for bankruptcy petition, operated as a debtor in possession or had a petition of bankruptcy filed against it under Federal law.

The current Executive Officers of CEC are:

Steven H. Lesnik, President and Chief Executive Officer

Michael J. Graham, Executive Vice President and Chief Financial Officer

Members of the CEC Board of Directors

Steven H. Lesnik, Chairman

Leslie T. Thornton, Lead Independent Director

Dennis H. Chookaszian

David W. Devonshire

Patrick W. Gross

Greg L. Jackson

Thomas B. Lally

Brooks Institute Board of Trustees

Jeff Burke, Chairman of the Board

Rich Clarkson

Tony Corbell

Kitty Kautzer

Sue Kirkman, President of Brooks Institute

Rob Legato

Lynn Martin

John Springer

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PROFESSOR EMERITUS

Nick Dekker – June 2010

Vern Miller – June 2010

Ernie Brooks – August 2010

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Admissions

Non-Discrimination

The school admits students without regard to race, gender, sexual orientation, religion, creed, color, national origin, ancestry, marital status, age, disability, or any other factor prohibited by law.

Admissions Policy

Students should apply for admission to Brooks Institute as early as possible to be accepted for a specific program and term. All applicants are required to complete a personal interview with an Admissions Representative, either in person or by telephone, depending upon the distance from the school. Parents and/or significant others are encouraged to attend. This gives applicants and their families an opportunity to see and learn about the school's equipment and facilities and to ask questions relating to the school's curriculum and career objectives. Personal interviews also enable school administrators to better determine whether an applicant is a strong candidate for enrollment into the institution.

Application Process

The following items must be completed at the time of application:

- Application for admission
- Signed Enrollment Agreement
- Signed Student Disclosures
- Payment of non-refundable application fee
- Complete financial aid forms (if applicant wishes to apply for financial aid).
- Interview Acknowledgement Form

Criminal Conviction Policy

In an effort to maintain a safe educational and working environment for students and staff, Brooks Institute does not accept applicants who are known to have certain types of criminal convictions in their backgrounds. Admitted students who are discovered to have misrepresented their criminal conviction history to Brooks Institute are subject to immediate dismissal. Similarly, students who commit certain types of crimes while enrolled are subject to immediate dismissal. As such, students convicted of any criminal offense while enrolled must report that conviction to the school within ten (10) days of receiving the conviction. Students who fail to report a criminal conviction while enrolled are subject to immediate dismissal. Brooks Institute reserves the right to conduct criminal background checks on applicants and students in circumstances deemed appropriate by Brooks Institute.

Entrance Dates

Brooks Institute is a 15 week semester school. Brooks Institute has a rolling admissions policy with three convenient entering dates each year for undergraduates and two entering dates for graduate programs.

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UNDERGRADUATE ADMISSIONS

Brooks Institute offers a Bachelor of Fine Arts Degree in Film, Graphic Design and Professional Photography as well as a Bachelor of Science Degree in Visual Journalism. Utilizing outcome-based assessment, the carefully structured curriculum has been developed to be responsive to the expanding needs of the visual and media arts industry.

Entrance Requirements

Applicants for undergraduate programs may be considered for admission by submitting official transcripts for at least one of the following:

- Graduation of high school with a cumulative grade point average (CGPA) of at least 2.0 (C) on a 4.0 scale from a high school recognized by the state board of education or equivalent.
- High School Equivalency Exam, GED (General Education Diploma) or equivalent.
- Proof of a baccalaureate academic degree earned from an accredited institution of higher learning.

Prospective students not meeting the minimum cumulative grade point average (CGPA) of at least 2.0 (C) on a 4.0 scale may be admitted by submitting one or more of the following to support their application:

- Minimum ACT score of 17 in English and 19 in Math
- Minimum SAT score of 470 in each section (excluding the writing section)
- Minimum of 9 credit hours of completed college coursework at the 100 level or higher. Credits for review must indicate a grade of (C) or higher and come from an accredited institution of higher learning. (Please note that credit may or may not be accepted for transfer into Brooks Institute based on curriculum).

Prospective students who do not meet the above requirements may appeal. Appeals require three letters of recommendation from professionals (practitioners, educators or past employers) and a personal statement (minimum 250 words) explaining past academic performance and success plan if accepted to Brooks Institute.

All official transcripts are to be sent to the Office of the Registrar prior to starting at Brooks Institute. Instances where circumstances do not allow for timely acquisition of transcripts students must appeal in writing to the Office of the Registrar prior to beginning the program. If proof of graduation (POG) has not been received by the end of the add/drop deadline a student may be subject to cancellation.

Home-Schooled Students

The transcript for a home-schooled student will be accepted as official proof of graduation only if the State Board of Education or equivalent of the prospective student's state recognizes the diploma. Home-schooled applicants whose individual programs of study are not recognized by the State Board of Education, or equivalent, must provide proof of equivalency of high school graduation by earning a GED certificate or equivalent.

Undergraduate International Students

An international student is defined as one whose country of permanent residence is not the United States. Certified records of education are required showing a degree earned in either secondary school (high school) or college/university. Foreign credentials must be reviewed by a NACES or AICE credential evaluator in addition, these records must be accompanied by attested English translations by an official translator. Translations must be word-for-word (i.e. literal) translations and must be completed either by the educational institution or by a certified translation agency. Additional information, beyond the original submission, may be required before Brooks Institute can determine a student's final admissions status. If the previous institution will not mail original documents, copies must be certified by the appropriate educational officials and should be sent directly to the Registrar in a sealed (unopened) envelope.

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Any student applicant, whose native/first language is not English, must provide evidence of English language competency before acceptance may be awarded.

Additional Entrance Requirements for International Students

International student applicants may be considered for admission by submitting official transcripts, translations and one of the following:

- **TOEFL** (Test of English as a Foreign Language) A minimum paper-based TOEFL score of 550, a minimum internet-based TOEFL score of 79, or a minimum computer-based TOEFL score of 213 is required. Our code number for reporting TOEFL scores is 4228. For TOEFL information, write to: TOEFL Services, Test of English as a Foreign Language, PO Box 6151, Princeton, NJ 08541-6151, USA. Their telephone number is (609) 771-7100.
- **APIEL** (Advance Placement International English Language) A minimum score of 4
- **IELTS** (International English Language Testing System) A minimum score of 6.5
- **ELS** (English Language Centers) A minimum score of 111

If accepted for admission, international applicants will be asked to provide original documentation of being able to meet educational costs and living expenses while at the Institute (Confidential Financial Statement). Upon confirmation of enrollment the Certificate of Eligibility for Non-Immigrant Student Status (Form I-20) will be issued. International students are ineligible for the state and federal financial aid programs in which the Institute participates.

Brooks Institute does not provide visa or language services. To maintain USCIS status, all international students are required to be enrolled as full time students.

Re - Entry

Students who have previously attended Brooks Institute but did not graduate, and are returning within 364 days of their last date of attendance, at a minimum will be subject to the following admission requirements and procedures: Enrollment Agreement, General Student Disclosure Form, Programmatic Disclosure Form (as applicable), and Background Check. Payment of the application fee is not required. Additional Financial Aid forms may also be required for those wishing to apply for financial aid. Students planning to return to the institution in a program of study that is different from the one they previously attended may be subject to additional admissions requirements.

Students who have previously attended Brooks Institute but did not graduate, and whose recorded last date of attendance is greater than 364 days, are subject to all admission requirements in effect at the time of re-entry.

All re-entering students will be charged the rate of tuition and fees in effect at the time of re-entry.

GRADUATE ADMISSIONS

Application Process

Brooks Institute offers a Master of Fine Arts in Photography (Santa Barbara based) as well as a Master of Fine Arts in Screenwriting (Ventura based).

Graduate Program Entrance Requirements

- Baccalaureate degree from an accredited institution with cGPA of 3.0 *

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- Personal statement
- Three letters of recommendation
- CV/Resume
- Portfolio consisting of 12 – 15 images (MFA Photography only)
- Writing Sample (MFA Screenwriting only)
- Interview (MFA Screenwriting only)

***cGPA** - Students applying to the graduate program with less than a cGPA of 3.0 must add GRE transcripts to their application packet to be considered. The graduate committee will consider such students providing their portfolios or writing samples show creative endeavor and possibility of success.

Once all application materials are received, a Graduate Admissions Committee will review the candidate and materials for entrance into the MFA Program.

1. **Baccalaureate degree** – The degree must be from an accredited institution with a cumulative grade point average (cGPA) of 3.0 (B) as evidenced by official transcripts. Evidence of subject specific courses, work experience, exhibition record, and life experience are some of the considerations for exceptions. The letter of should be accompanied by applicable evidence of support. For those with less than a cGPA who provide a GRE score, a specific GRE score is not specified.
2. **Personal Statement** – The Personal Statement should reveal the applicant's reasons for pursuing a graduate education, specifically addressing the individual's expectations of how the MFA degree from Brooks Institute will help meet his or her goals. The candidate should discuss some personal attributes or qualities that would contribute to the overall program.
3. **Three Letters of Recommendation** – Received directly from professionals (practitioners or educators) with first-hand knowledge of the candidate's past performance and potential for future academic endeavors. This is required to be on letterhead with original signatures, delivered in sealed envelopes.
4. **CV/Resume** – The CV should include all art education (workshops/seminars), work experience, exhibits, awards and honors, and relevant personal information.
5. **Portfolio (MFA Photography Only)** – The Portfolio should present a range of creative interests rather than a single body of work on one topic. Evaluation criteria will include conceptual sophistication, design skills and the appropriate application of technique-
6. **Feature Writing Sample (MFA Screenwriting Only)** – The writing sample should reflect the candidates aptitude to be successful in a masters level screenwriting program.-
7. **Interview (MFA Screenwriting Only)** – A formal interview will be conducted by the Graduate Admissions Committee in the MFA Screenwriting program once all the aforementioned paperwork and writing samples have been collected.

GRADUATE APPLICATION FOR BROOKS UNDERGRADUATE STUDENTS

Current Brooks Undergraduate Students

Current undergraduate Brooks Institute students who wish to apply to the Graduate Programs must fulfill all requirements of the application process for the Graduate Program. Upon acceptance the student will institute a status change through the Academic Affairs office.

Undergraduates Withdrawn One Year or More

Students who have attended Brooks Institute as undergraduates, and have been withdrawn for a year or more and wish to change focus to the masters programs must do so through the Admissions office. All Graduate Program Entrance Requirements will need to be fulfilled. Students **will** be charged the graduate application fee. All students whose graduate applications are accepted and approved will be readmitted under the policies of the Institute's current catalog.

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Undergraduates withdrawn less than one year

Students who have attended Brooks Institute as undergraduates, have been withdrawn for less than one year and wish to change focus to the Graduate program must do so through the Academic Affairs office. All Graduate Program Entrance Requirements will need to be fulfilled. Students will not be charged the application fee.

Applicants with a Master of Science Degree in Photography from Brooks Institute

Students who have completed an MS Degree in Photography at Brooks Institute are welcome to apply for the MFA Program. If accepted they will be eligible for transfer credits from the previous MS curriculum.

INFORMATION FOR NON-BROOKS STUDENTS

Students, who have not completed course work in photography or film prior to their application into the Graduate program, may be advised to enroll in up to six identified undergraduate courses in the undergraduate program. Providing they receive a minimum grade of 3.0 in each class attempted, students may re-apply to the graduate program upon completion of those identified classes. Along with completion of courses, a second portfolio (MFA Photography) or writing sample (MFA Screenwriting) will be required. Students will be enrolled in the undergraduate program until which time their status changes to the graduate programs.

MFA Screenwriting: Students who have completed similar course work in their undergraduate program at another institution may receive Proficiency Credits (PC) providing they pass a proficiency exam. The credits received as PC will be replaced with earned credit from electives of the student's choice.

GRADUATE INTERNATIONAL STUDENTS

An international student is defined as one whose country of permanent residence is not the United States. Certified records of education are required showing a degree earned in either secondary school (high school) or college/university. Foreign credentials must be reviewed by a NACES or AICE credential evaluator. In addition, these records must be accompanied by attested English translations by an official translator. Translations must be word-for-word (i.e. literal) translations and must be completed either by the educational institution or by a certified translation agency. Additional information, beyond the original submission, may be required before Brooks Institute can determine a student's final admissions status. If the previous institution will not mail original documents, copies must be certified by the appropriate educational officials and should be sent directly to the Registrar in a sealed (unopened) envelope.

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Brooks Institute does not provide visa or language services. To maintain USCIS status, all international students are required to be enrolled as full time students.

STUDENT'S RIGHT TO CANCEL

A student has the right to cancel their enrollment, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later. If the enrollment agreement is not accepted by Brooks Institute or if Brooks Institute cancels the enrollment agreement prior to the first day of class attendance, all monies, including the Application Fee, will be refunded. All requests for cancellation by the student must be made in writing and mailed or hand delivered to the VP of Admissions at 27 East Cota Street, Santa Barbara, CA 93101 or at the Ventura campus, 5301 N. Ventura Avenue, Ventura, CA 93001. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the agreement.

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FINANCIAL AID INFORMATION

Financial Assistance

Financial Aid is available for those who qualify. Brooks Institute participates in a variety of financial aid programs for the benefit of students. Students must meet the eligibility requirements of these programs in order to participate. Brooks Institute administers its financial aid programs in accordance with prevailing federal and state laws and its own institutional policies. Students are responsible for providing all requested documentation in a timely manner. Failure to do so could jeopardize the student's financial aid eligibility. In order to remain eligible for financial aid, a student must maintain satisfactory academic progress as defined in this catalog.

It is recommended that students apply for financial aid as early as possible in order to allow sufficient time for application processing. Financial aid must be approved, and all necessary documentation completed, before the aid can be applied toward tuition and fees. Financial aid is awarded on an award year basis; therefore, depending on the length of the program it may be necessary to re-apply for aid for each award year. Students may have to apply for financial aid more than once during the calendar year, depending on their date of enrollment. Students who need additional information and guidance should contact the Student Finance Department.

How to Apply

Students who want to apply for federal aid (and state aid, if applicable) must complete a **Free Application for Federal Student Aid (FAFSA)** each year. This application is available on-line at the Brooks Institute website (www.brooks.edu) or at www.fafsa.ed.gov. FAFSA applications are processed through the Department of Education and all information is confidential. Students must be accepted at Brooks Institute before financial aid packages can be estimated and processed.

Disbursement of Title IV Credit Balance (Books)

Regulations require that certain Pell Grant eligible students be provided by the seventh day of classes a means to obtain or purchase required books and supplies. This provision is available only to students who have submitted all required Title IV financial aid paperwork at least ten (10) days before the beginning of classes and who are anticipated to have a credit balance, and is subject to certain other conditions. The amount advanced (or books provided) to eligible students for such purchases is the lesser of: the standard estimated book cost used in the school's Cost of Attendance, or the students anticipated Title IV credit balance for the term (excluding Stafford loans for first year-first time borrowers).

Students may opt out of using the way the school has chosen to fulfill this requirement, simply not accepting the books or credit balance. However, keep in mind that opting out does not require the school to provide the student with an alternative delivery method.

Pell eligible students who have submitted all required FA paperwork at least ten (10) days before the term start and are expected to have a title IV credit balance will receive by the seventh day of class the lesser of: the cost of books and the student's Cost of Attendance used to estimate financial aid, have the potential Title IV credit balance.

FINANCIAL AID PROGRAMS

Federal Pell Grant

This grant program is designed to assist needy undergraduate students who desire to continue their education beyond high school. Every student is entitled to apply for a Federal Pell Grant. Eligibility is determined by a standard federal formula, which takes into consideration family size, income and resources to determine need. The actual

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amount of the award is based upon the cost of attendance, enrollment status, and the amount of money appropriated by Congress to fund the program. The Federal Pell Grant makes it possible to provide a foundation of financial aid to help defray the cost of a postsecondary education. Unlike loans, the Federal Pell Grant does not usually have to be paid back.

Federal Supplemental and Educational Opportunity Grant (FSEOG)

The FSEOG is a grant program for undergraduate students with exceptional need with priority given to students with Federal Pell Grant eligibility. The federal government allocates FSEOG funds to participating schools. This is a limited pool of funds and the school will determine to whom and how much it will award based on federal guidelines. Often, due to limited funding, FSEOG award resources are exhausted early in the year.

Cal Grant

Cal Grant funds are awarded by the State of California to undergraduate students who are California residents and who are pursuing their first bachelor's degree. Recipients for Cal Grant A and Cal Grant B are selected by the California Student Aid Commission each year on the basis of financial need and grade point average.

Federal Student and Parent Loans

The U.S. Department of Education's major form of self-help aid includes loans to students and parents through the William D. Ford Federal Direct Loan (Direct Loans) Program. Direct Loans include Federal Stafford, Federal Parent PLUS, Federal Grad PLUS, and Federal Consolidation Loans and are available through the U.S. government.

Federal Direct Stafford

Federal Direct Stafford loans are low-interest loans that are made to student. The loan must be used to pay for direct (tuition and fees, books and supplies) and indirect educational related expenses (room and board, transportation and personal expenses). Subsidized loans are based on need while unsubsidized loans are not. Repayment begins six months after the student graduates, withdraws from school, or falls below half-time enrollment status.

Federal Direct Parent - PLUS

The William D. Ford Federal Direct Parent -PLUS loan is available to parents of dependent undergraduate students. These loans are not based on need but when combined with other resources, cannot exceed the student's cost of education. A credit check on the parent borrower is required and either or both parents may borrow through this program. Repayment begins within 60 days of final disbursement of the loan within a loan period. However, parents may request a deferment of payments while the student is attending at least half time.

Federal Direct Graduate -PLUS

The William D. Ford Federal Direct Grad-PLUS loan is available to graduate and professional degree students. These loans are not based on need but when combined with other resources, cannot exceed the student's cost of education. The student must complete the FAFSA and a credit check is required. Repayment begins within 60 days of final disbursement of the loan. However, students may request deferment of payments while attending at least half time.

Federal Work Study (FWS)

FWS is a financial aid program designed to assist students in meeting the cost of their education by working part-time while attending school. Positions may be either on-campus, off-campus, or in community service. A candidate must demonstrate financial need to be awarded FWS. The number of positions available may be limited depending

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upon the institution's annual funding allocation from the federal government.

Private Loans

Some lending institutions offer loans to help cover the gap between the cost of education and the amount of federal aid eligibility. A co-signer may be required to meet the program's credit criteria. Interest rates are variable and are typically based on the prime rate or the Treasury bill rate. Contact the specific lender for more information.

VETERANS EDUCATIONAL BENEFITS

Brooks Institute is approved by the applicable state approving agency for Veterans Affairs and participates in many Veterans Educational Benefit programs, including the Chapter 33 Post-9/11 G.I. Bill. Students interested in Veterans Educational Benefits should contact the Student Finance Department at Brooks Institute. Veterans who are unsure of their benefit eligibility or who have additional eligibility questions should contact the Veterans Administration at (888)442-4551, or go to <http://gibill.va.gov>. Eligible students must maintain satisfactory academic progress and all applicable eligibility requirements to continue receiving Veterans Educational Benefits.

Yellow Ribbon Grant

In accordance with the VA - Yellow Ribbon Program, a provision of the Post-9/11 Veterans Educational Assistance Act of 2008, Brooks Institute has established a Yellow Ribbon Grant. Eligibility and amounts are determined on an annual basis and are subject to change.

To be eligible for the grant a candidate must be accepted for admission to Brooks Institute, be eligible for Chapter 33 Post-9/11 Veterans Benefits at the 100% level, as determined by the Department of Veterans Affairs, complete the appropriate Brooks Institute attestation form and allow for the verification of their Chapter 33 Post-9/11 eligibility via a Certificate of Eligibility letter, a DD-214 Member-4, or comparable government document. The conditions are as follows:

- Candidates must be either an eligible Veteran or a Dependent of an eligible Veteran who meets the Chapter 33 Post-9/11 GI Bill Transferability requirements (www.gibill.va.gov).
- Candidates must apply and be accepted for admission to Brooks Institute to be eligible.
- The Yellow Ribbon Grants are applied as a credit to the student's account and no cash payments will be awarded to the student.
- The Yellow Ribbon Grant is used exclusively towards prior or current program charges
- The Yellow Ribbon grant is awarded for each period in the program that the student is determined eligible and where the grant is needed.
- The Yellow Ribbon Grant is non-transferrable and non-substitutable and cannot be combined with any other institutional grant at Brooks Institute.

Brooks Institute is committed to assisting military students in determining the best options available to them. To receive additional information on veterans educational benefits eligibility, please contact the Veterans Administration at 1-800-827-1000 or 1-888-GI Bill-1(1-888-442-4551). You may also visit the VA website at <http://www.gibill.va.gov>.

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BROOKS INSTITUTE SCHOLARSHIP PROGRAMS

Brooks Institute Presidential Grant

Brooks Institute provides a limited number of grants to students who document exceptional need and demonstrate academic success. Students may apply for a Presidential Grant each award year. Grants may range from \$500 to \$2,000 and will be distributed within the award year. In order to be considered, students must apply for all financial aid for which they may be eligible (i.e. all federal aid programs, including PLUS; state financial aid programs; alternative loans, recourse loans, etc.) such that their remaining financial need can be accurately determined. They also must submit an essay describing their goals in their chosen field accompanied by one letter of recommendation documenting their academic achievement and the likelihood of success in their program. The scholarship committee will then consider the student's application. Brooks Institute makes available a limited amount of money each year for such grants. Once all funds have been exhausted, no additional awards will be made during that award period. Eligibility criteria may be obtained by contacting the Student Finance Department.

Brooks Institute Freshman Merit/Need-Based Grant

Brooks Institute provides a limited number of these grants to deserving students who have documented financial need and have demonstrated academic success. To be eligible, a student must have a cumulative high school grade point average (GPA) of 3.0 or higher, which is supported by an official high school transcript. In addition, the student must have an Expected Family Contribution (EFC) of less than 4,000. For all eligible students, this grant will pay a minimum of \$4,000 to a maximum of \$12,000. The amount awarded to each student will be based on the number of eligible students, the amount of funds available and the EFC and GPA of each student. The amount awarded will be paid in equal increments over 4 academic years. Grant amounts are only guaranteed for the current academic year and must be re-applied for each additional academic year. Grant money will be disbursed in equal payments, once each semester, throughout the academic year.

To be considered, students must submit a Brooks Institute Merit/Need Based Grant application to the Student Finance Department within five days of their enrollment date. To continue their eligibility for this grant, a student must maintain uninterrupted enrollment as a full-time student and maintain a 3.0 GPA or higher while attending Brooks Institute. Any student whose cumulative GPA at Brooks Institute drops below a 3.0 GPA will become ineligible for any remaining portion of the grant that has not been issued. A student must maintain a 3.0 GPA throughout their tenure at Brooks Institute to be eligible to receive the entire award amount.

All recipients must meet normal admission criteria, complete the FAFSA and all other Brooks Institute Financial Aid forms, and attend Brooks Institute on a full-time basis. Students are only eligible for one Brooks Institute grant at a time. If they have been awarded any other Brooks Institute grant they will not be eligible for this grant. The grants are awarded after the student has completed the FAFSA and the Institute has received valid results (EFC). The student must also complete the FAFSA verification process (if selected by the federal government) before the grant can be awarded. These grants may only be applied toward tuition and book/supply costs at Brooks Institute.

Brooks Institute makes available a limited amount of money each year for the Brooks Institute Merit/Need-Based Grant. This grant will be awarded on a first-come, first served basis. Once all funds have been exhausted, no additional awards will be made during that award period. Additional information and the complete eligibility criteria may be obtained by contacting the Student Finance Department.

Brooks Institute Graphic Design Scholarship

Brooks Institute provides a limited number of merit-based scholarships to graduates of regionally or nationally accredited schools in graphic design or visual communication programs. These graduates must enroll in the Graphic Design Program and have demonstrated academic success with a minimum GPA of 3.0 on a 4.0 point scales.

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Applicants who have a GPA below 3.0 may submit a portfolio of work to demonstrate academic success. Students may apply for the Brooks Institute Graphic Design Scholarship at the time of application. This scholarship is for up to \$12,000: \$6,000 to be awarded during the student's first year of enrollment and \$6,000 to be awarded during the student's second year of enrollment. To be considered, students must obtain an application from the financial aid office and return the completed application 30 days prior to the beginning of the academic year for which they wish to be considered. Students must apply for a Brooks Institute Graphic Design Scholarship at the time of enrollment. To continue eligibility for this merit-based scholarship a student must maintain uninterrupted enrollment as a full-time student and a 3.0 GPA or higher while attending Brooks Institute. Brooks Institute makes available a limited amount of money each year for the Brooks Institute Graphic Design Scholarship. Once all funds have been exhausted, no additional awards will be made during that award period. Additional information and the complete eligibility criteria may be obtained by contacting the Student Finance Department.

Brooks Institute Re-Entry Scholarship

Students who left Brooks Institute within the past 365 days and apply to re-enter in order to complete their program of study are eligible to apply for this scholarship.

Criteria:

- Student must be in good academic standing and have a cumulative grade point average of 2.00 at the time he/she left Brooks Institute.
- The student must have not been enrolled at Brooks Institute for one academic semester.
- The student must complete the scholarship application and submit a short essay stating why he/she wishes to re-enter Brooks Institute and complete his/her program of study. The essay should include how he/she has the "passion, vision, and excellence" that characterize Brooks Institute.

There is no deadline for the scholarship; however, applications will be reviewed prior to each semester. Five (5) Re-Entry Scholarships (\$2,000.00 each) will be awarded for each of the three academic semesters. Students awarded the Re-Entry Scholarship will receive \$2,000.00 for the academic semester they return to Brooks Institute. Any exceptions to the eligibility criteria listed above must be based on extenuating circumstances and be approved by the Brooks Institute President.

Brooks Institute High School Scholarship Program

Brooks Institute will award one scholarship of up to \$12,000 to a senior in selected high schools throughout the United States that have outstanding programs in the visual, media, and design fields (limit one recipient per high school).

Criteria:

- The student must be a high school senior
- The student must have a cumulative high school grade point average of 3.00 at the time of application for the scholarship
- The student must start classes at Brooks Institute within one year from the date of the scholarship award and within one year of being accepted for enrollment to Brooks Institute

The following is the scholarship application procedure:

- The student must submit a letter of application stating why he/she has the "passion, vision, and excellence" that characterizes Brooks Institute
- The student must provide a letter of reference from one of his/her high school teachers familiar with his/her work

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- The student must provide at least two (2) pieces/samples of their work demonstrating their talent in one of the following four program areas: photography, visual journalism, film, or graphic design

Students awarded this scholarship will receive \$4,000 per academic semester for up to three academic semesters at Brooks Institute. To continue their eligibility for this scholarship, students must maintain an uninterrupted enrollment as full-time students and a 2.50 cumulative grade point average or higher.

STUDENT TUITION RECOVERY FUND DISCLOSURES

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

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REFUND POLICY

Refund Policy – Withdrawal from Brooks Institute

A student has the right to withdraw from Brooks Institute at any time. After the last day of the drop/add period for each term, as stated on the academic calendar, no refunds or adjustments will be made to a student who drops individual classes but is otherwise enrolled at Brooks Institute.

Refunds are made for a student who withdraws or is withdrawn from Brooks Institute prior to the completion of 60% or less of the semester in which the student withdraws, according to the following formula: total days attended in the term / total days in the term X tuition for the term. If the student has completed 60% or more of the total days in the term, no refund is due. Refunds will be based on the total charge incurred by the student at the time of withdrawal, not the amount the student has actually paid. Tuition and fees attributable to any term beyond the term of withdrawal will be refunded in full.

When a student withdraws from the institution, he/she must complete a **Student Withdrawal Form** with the Office of Academic Affairs. The date from which refunds will be determined is the last date of recorded attendance. Refunds will be made within 30 calendar days of the notification of an official withdrawal or date of determination of withdrawal by the institution.

Students who withdraw or are withdrawn prior to the end of the term are subject to the **Return of Title IV Funds** policy noted below which may increase the student's balance due to Brooks Institute. If there is a balance due to Brooks Institute after all Title IV funds have been returned, this balance will be due immediately, unless a Cash Payment Agreement for this balance has been approved by Brooks Institute. Credit balances due to the student of less than \$5 (after all refunds have been made) will not be refunded to the student/lender unless requested by the student. For the purpose of determining a refund, a student shall be deemed to have withdrawn from Brooks Institute when any of the following occurs:

- The Student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The school terminates the student's enrollment due to lack of attendance, academic or behavior issues.
- You incur ten consecutive absences and do not communicate directly with the school regarding the nature of those absences. In this case, the date of withdrawal shall be deemed the last date of recorded attendance.

If any portion of tuition/fees was paid from the proceeds of a loan, then the refund will be sent to the lender or to the agency that guaranteed the loan, if any. Any remaining amount of refund will first be used to repay any student financial aid programs from which you received benefits, in proportion to the amount of the benefits received. Any remaining amount will be paid to the student.

Return of Title IV Funds

A recipient of federal Title IV financial aid who withdraws or is dismissed from school during a payment period or period of enrollment in which the student began attendance will have the amount of Title IV funds they did not earn calculated according to federal regulations. This calculation will be based on the student's last date of attendance and the date the school determines that the student has withdrawn from school (see withdrawal policy), or the date of dismissal for a student who is dismissed by the institution.

The period of time in which Title IV financial aid is earned for a payment period or period of enrollment is the number of calendar days the student has been enrolled for the payment period or period of enrollment up to the day the student withdrew, divided by the total calendar days in the payment period or period of enrollment. The

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percentage is multiplied by the amount of Title IV financial aid for the payment period or period of enrollment from which the Title IV financial aid was awarded to determine in the amount of Title IV financial aid earned. The amount of Title IV financial aid that has not been earned for the payment period or period of enrollment, and must be returned, is the complement of the amount earned. The amount of Title IV financial aid earned and the amount of the Title IV financial aid not earned will be calculated based on the amount of Title IV financial aid that was disbursed for the payment period or period of enrollment upon which the calculation was based. A student will have earned 100% of the Title IV financial aid disbursed for the payment period or period of enrollment if the student withdrew after completing more than 60% of the payment period or period of enrollment.

The US Department of Education regulations indicate that it is not sufficient for a student to simply log in to an online class to demonstrate “academic attendance” and thus trigger initial attendance and financial aid eligibility or an LDA (Last Date of Attendance) for purposes of R2T4 (return of the Title IV Act) calculations. Online programs must use very specific means to document that a student participated in class or was otherwise engaged in an academically related activity, such as; submit an assignment, take a quiz, contribute to an online discussion and in some cases post to an online gallery.

For R2T4 purposes in a term based program with modules, a student is considered to have withdrawn, IF they do not complete all of the days they were scheduled to complete in the payment period or period of enrollment. The R2T4 calculation is required for all students who have ceased attendance; other than those on an approved LOA, or those who have attested to an expected return to a future module within the same term.

Exception: In order to NOT be considered withdrawn, the school must obtain a written confirmation from the student stating the student’s intention of return to a future module within the same term. The fact that the student is scheduled to attend the next module will not be acceptable.

Schools are required to determine Title IV funds that must be refunded based upon the percentage of the payment period completed prior to withdrawing. Title IV funds must be returned to the program based upon a tuition refund or if the student received an overpayment based upon costs not incurred but for which Title IV was received.

Once the amount of Title IV financial aid that was not earned has been calculated, federal regulations require that the school return Title IV funds disbursed for the payment period or period of enrollment and used for institutional costs in the following order:

1. Stafford Loans
 - a. Unsubsidized Federal Direct Stafford Loans
 - b. Subsidized Federal Direct Stafford Loans
2. Federal Direct PLUS loans received on behalf of the student or
Federal Direct Grad PLUS loans received by a graduate student.
3. Federal Pell Grants.
4. Federal SEOG
5. Other grant or loan assistance authorized by Title IV of the HEA.

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If the amount of unearned Title IV financial aid disbursed exceeds the amount that is returned by the school, then the student (or parent, if a Federal Parent PLUS Loan) must return or repay, as appropriate, the remaining grant and loan funds. The student (or parent, if a Federal Parent PLUS Loan) will be notified of the amount that must be returned or paid back, as appropriate.

Withdrawal Date

The withdrawal date used to determine when the student is no longer enrolled at Brooks Institute is the date indicated in written communication by the student to the Registrar's Office. If a student does not submit written notification, the school will determine the student's withdrawal date based upon federal regulations and institutional records.

For Federal student loan reporting purposes, the student's last date of attendance will be reported as the effective date of withdrawal for both official withdrawals and those who do not complete the official withdrawal process.

Please note that the above policy may result in a reduction in school charges that is less than the amount of Title IV financial aid that must be returned. Therefore, the student may have an outstanding balance due the school that is greater than that which was owed prior to withdrawal.

Refunds to Loan and Grant Sources

Refunds to loan and grant sources may create a balance due to Brooks Institute. If the student received financial aid and/or veterans educational benefits, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

(a) The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which you are entitled to reduce the balance owed on the loan. (b) the student may not be eligible for any other federal financial aid at another institution or other government assistance until the loan is repaid.

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ACADEMIC INFORMATION

Academic Freedom

Academic freedom provides the foundation for scholarship, teaching and learning. Essential elements for the intellectual vitality of a college include: the ability to exchange ideas and concepts freely, to explore and disseminate new knowledge, and to speak openly as a professional and as a private citizen.

Definition of a Credit Hour – Degree and Fully Transferable Non Degree Programs

The institution awards semester credit hour to reflect the successful completion of pre-determined course learning objectives and requirements. A semester credit hour represents an institutionally established equivalency of work or learning corresponding to intended learning outcomes and verified by evidence of student achievement. The institution has established equivalencies that reasonably approximate expected learning outcomes resulting from the following time commitments:

- (1) One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks, or the equivalent amount of work over a different amount of time; or
- (2) At least an equivalent amount of work required in paragraph (1) of this definition for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

The semester credit hour is the unit of academic measurement used by Brooks Institute. One (1) lecture hour equals one (1) credit hour, 15 hours per semester. Two (2) studio or lab hours equal one (1) credit hour or 30 semester hours. Forty five (45) practicum hours equal one (1) credit hour. One (1) credit hour equals one (1) hour of classroom instruction and two (2) additional hours of engagement with learning activities. Example: A three (3) credit course would require a minimum of six (6) additional hours of engagement

TRANSFER CREDIT

Notice Concerning Transferability of Credits and Credentials Earned At Our Institution

The transferability of credits you earn at Brooks Institute is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree you earn in your program listed on page one of this Agreement is also at the complete discretion of the institution to which you may seek to transfer. If the credits or credential that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Brooks Institute to determine if your credits or credential will transfer.

Transfer of Credit to Brooks Institute

Students who previously attended a nationally or regionally accredited college or university may be granted transfer credit if the courses taken are applicable to their program of study at Brooks Institute. Students may transfer no more than 50% of their total undergraduate program credits.

- Only grades of C (2.0) or above will be considered for transfer.
- Students seeking transfer credit from institutions who do not assign grades will have courses evaluated on a case-by-case basis.

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- Students seeking to transfer credit to Brooks Institute are responsible for having official transcripts forwarded for review. All official transcripts sent to Brooks Institute become the property of Brooks Institute.
- Transfer credit is evaluated 30 days prior to the start of the term. Course descriptions should be forwarded with the official transcripts, and Brooks Institute reserves the right to ask to review syllabi, textbooks, student work or tests to document level of coursework taken.
- Students from international institutions will need their course of study evaluated by foreign evaluation services.
- Students with extenuating circumstances, such as institutions closing or who are teaching out their programs of study, may request, in writing, a waiver of the 50% rule. A class-by-class audit will be completed, using the official transcript, and documenting transfer using a variety of sources such as, but not limited to, portfolios, catalogs, course descriptions, and/or syllabi. Students transferring must take all their remaining course work at Brooks Institute.
- Students seeking transfer credit for core courses (with the exception of Business courses and History of Photography, History of Film, or History of Design courses) must take the Brooks Institute Advanced Standing exam prior to transfer credit approval.
- Brooks Institute reserves the right to determine if a course is appropriate and meets the goals and objectives of the Brooks curriculum.

Proficiency Credit to Brooks Institute

Life Experience

Students may apply for Life Experience credit for advanced coursework only. Application is through the Office of the Registrar and Program Chair. Life Experience is for those students who have ample documentation that they have the skills and mastery of the requirements of the course. Designated program specific faculty will evaluate a written exam, portfolio/reel and other requested materials. There is no charge for Life Experience Credit. Life Experience credit will be reflected on the transcript with a PR (credit earned). There is no graduate level Life Experience Credit given. A maximum of 6 credits hours in Life Experience is allowed for undergraduate programs.

Liberal Arts and Business Course Test

The test out procedure for liberal arts and business coursework must be completed before the end of a student's first semester of enrollment. Liberal Arts and Business Course Test Out credit will be reflected on the transcript with a PR (credit earned). Check the Student Handbook for details.

Advanced Placement for Transfer Credit/Life Experience

Advanced Placement (AP) exams taken and passed with a 3 or above may be eligible for proficiency credit to Brooks Institute. IB (International Baccalaureate), CLEP, and DSST or equivalent may also be accepted. Official documentation of scores is required. Proficiency credit will be reflected on the transcript with a PR (credit earned). Contact the Office of the Registrar for specific course information.

Computer Proficiency Requirement

All undergraduate programs at Brooks Institute, at all levels, require a certain level of proficiency in basic computer literacy including, but not limited to, file management, word processing, Power Point and Excel. Students will be responsible for obtaining proficiency prior to beginning their program of study.

Residency Requirements

Students must complete their final semester of their undergraduate program at Brooks Institute, and submit all transfer credit earned to the Office of the Registrar's prior to the completion of their final semester. Students

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enrolled in colleges whose terms do not end in sequence with Brooks Institute may, under special circumstances, request this requirement be reviewed for an extension of date.

Military Training Credit

The Institute accepts the recommendations of the American Council on Education (ACE) for general education baccalaureate credit in evaluating and accepting credit for military training. Generally, military training is career specific and thus not applicable to our general education or business course requirements. Photographic/filmmaking training is evaluated through our Advanced Standing procedures.

Time Limit

Technical subject areas may change over time therefore, the Advanced Standing exam and/or a course-by-course evaluation will be done to determine appropriate transfer of such courses.

Articulation Agreements

Brooks Institute has articulation agreements in place with the following institutions for some of its undergraduate degree programs.

Amarillo College
Antonelli College
Austin Community College
College of DuPage
Colorado Mountain College
Community College of Philadelphia
Daytona Beach Community College
Daytona State College

Harrington College of Design
Lansing Community College
Northwest College
Salt Lake Community College
Santa Monica College
Spokane Falls Community College
The Art Institute of Seattle
Washtenaw Community College

Please check with your admissions representative for details on the articulation agreements for your program of study.

Prior Degree Transfer

Students entering Brooks Institute who have earned a baccalaureate degree from a nationally or regionally accredited school with a minimum of 45 semester hour credits of general education will be granted full credit for all of Brooks Institute general education requirements.

ASSESSMENT TESTING

Brooks Institute utilizes on-line assessment of mathematics and English skills of most incoming undergraduate students through the use of Accuplacer™, a College Board product. Accuplacer™ is designed to identify students with learning deficiencies in these critical disciplines. Results from the assessment will determine if any educational assistance is needed to be able to be successful in college level mathematics and English. Students complete the Accuplacer™ assessment at Brooks Institute at no additional cost.

The Accuplacer™ test is for incoming undergraduate students who are unable to demonstrate proof of one of the following:

- An earned associate's or bachelor's degree at an a nationally or regionally accredited institution of higher learning or
- Successful completion, 2.0 (C), or higher of 100 level or above college English and/or 100 level or above mathematics

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Students who need academic support (based on the Accuplacer™ assessment) in the areas of English and/or Mathematics are required to enroll in ENG099 and/or MAT099 in their first semester. Credit for prerequisite courses does not count toward the student's degree; however, these courses will appear on the student's transcript.

Students demonstrate proficiency by successfully completing the ENG099 and/or MAT099 courses with a "PD" grade (Pass Developmental).

Students are given their first and second semester to pass both of the prerequisite courses, ENG099 and MAT099. Failure to do so will result in dismissal from Brooks Institute.

ATTENDANCE POLICY

Faculty takes attendance for each class period and posts it to the student's record through the campus management system. Upon reaching three unexcused absences, faculty may lower the final grade for the course one full grade and may drop the grade again for each absence after the fourth one. Students may review their attendance through the Student Portal under each course the student is enrolled in.

Students who do not attend during the first week of class may be subject to withdrawal. Brooks Institute may also withdraw any student who has not been in attendance for 14 consecutive days. However, the institute will withdraw any student who has had non-attendance for 35 consecutive days; this timeframe may be extended due to extraordinary circumstances that affect the entire student population. Students will be responsible for all financial obligations incurred if and when they are withdrawn for lack of attendance

Regular classroom attendance is not only an essential ingredient for academic achievement, but it is also a fundamental building block for success. As part of the course requirements, students must attend at least 80 percent of the scheduled time for each course in order to achieve satisfactory attendance. Students in any of the internship courses are required to complete all scheduled hours and record attendance throughout the scheduled course to achieve satisfactory attendance. Students who do not achieve satisfactory attendance may earn a failing grade on their transcripts and may be required to repeat the course. Absences will include tardiness or early departures. Students who are not in attendance for any portion of a class will accrue time absent calculated in percentage increments of 25, 50, or 100 percent of the class period as reflected on each daily roster. Students who have been absent from all their scheduled classes for more than 14 consecutive calendar days, not including scheduled Institutional holidays or breaks, and/or students who officially withdraw from all current courses will be administratively withdrawn from the Institution.

ATTENDANCE/COURSE PARTICIPATION FOR ONLINE COURSES

The Institution recognizes that regular attendance has a positive impact on a student's success in his or her degree program of study. Students are expected to be in class for all regularly scheduled class periods and to report to class on time. The Institution posts attendance for each course every week to support academic success and properly administer financial aid. Absences of five days or more are correlated with increased risk of not finishing a course.

Academic participation includes attending scheduled classes and labs, engaging in the online environment, reading materials, working problems, using the library and other resources, viewing videos, and other academically related activities supporting learning as well as personal and professional developmental activities. The nature of the learning environment and the special needs of adult students require a revised definition of "present" if one of the following conditions applies:

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- The student is physically in the classroom or lab.
- The student has participated in the learning environment including submitting an assignment, taken a knowledge check, or participated in a graded online discussion board.

Attendance recorded in the online component of a course (up to 100% online), will have a grade associated with the activity. Fully online courses require two online academic activities per week to receive full credit.

GRADING SYSTEM

Final grades are available to students online, through the Student Portal, at the completion of each semester. Grades are based on the quality of work as shown by written tests, laboratory work, term papers, and projects as indicated on the course syllabus. Earned quality points are calculated for each course by multiplying the quality point value for the grade received for the course by the credit hour value of the course. For example, a 3.0 credit course with a grade of B would earn 9.0 quality points [credit value of course (3) times quality point value of B (3)]. The Cumulative Grade Point Average (cGPA) is calculated by dividing the total earned quality points by the total attempted credits.

Application of Grades and Credits

The grading scale chart describes the impact of each grade on a student's academic progress. For calculating rate of progress (see below), grades of F (failure), W (withdrawn), WF (withdrawn/failure), and I (incomplete) are counted as hours attempted, but are not counted as hours successfully completed. A "W" will not be awarded after the end of the drop period. Withdrawal after the drop period will result in the student receiving a WF. The last day to withdraw from a class with a WF is the Friday of week 13.

All earned grades will appear on Brooks Institute transcripts. The student must repeat any required course in which a grade of F, W, or WF is received. Students will only be allowed to repeat courses in which they received a D or below. In the case of a D or F, the better of the two grades is calculated into the CGPA. The lower grade will include a double asterisk indicating that the course has been repeated. Both original and repeated credits will be counted as attempted credits in rate of progress calculations. Federal financial aid may only be used for one repeat of a previously passed course. A student may repeat a failed course no more than two times (for a total of three attempts).

Letter Code	Description	Included in Credits Earned	Included in Credits Attempted	Included in CGPA	Points
A	A	Yes	Yes	Yes	4.00
A-	A-	Yes	Yes	Yes	3.70
B+	B+	Yes	Yes	Yes	3.30
B	B	Yes	Yes	Yes	3.00
B-	B-	Yes	Yes	Yes	2.70
C+	C+	Yes	Yes	Yes	2.30
C	C	Yes	Yes	Yes	2.00
C-	C-	Yes	Yes	Yes	1.70
D+	D+	Yes	Yes	Yes	1.30
D	D	Yes	Yes	Yes	1.00
F	F	No	Yes	Yes	0.00
NC	No Credit	No	No	No	n/a
I	Incomplete	No	Yes	No	n/a
IP	Grade in Progress	No	Yes	No	n/a
AU	Audit	No	No	No	n/a

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TC	Transfer	Yes	Yes	No	n/a
W	Withdrawn	No	Yes	No	n/a
WF	Withdrawn-Failure	No	Yes	Yes	0.00
PR	Proficiency/Life Experience Credit	Yes	Yes	No	n/a
PD	Pass	No	No	No	n/a
FD	Fail	No	No	No	n/a

Incomplete Grade Policy

A student may be given an incomplete grade (I) for unfinished work providing the student has maintained a good standing in the class until the last week of the semester and an unforeseen, documented experience keeps this student from finishing coursework, tests and/or projects. Students must obtain approval from their instructor for the incomplete grade before the end of the semester. Incomplete grades may not be given for late work. The student is required to sign an "Incomplete Grade Form" prepared by the instructor outlining the extension time and the scope of work required. Faculty can grant no more than a one-week extension into the next semester without prior approval from the Registrar. Incomplete grades that are not completed within the time period will be converted to an F and will affect the student's CGPA.

'TC' and 'PR' credits are included in the maximum time in which to complete and the rate of progress calculation but are not counted in the CGPA.

Transcript Process and Fees

An official transcript is maintained for each student. The transcript provides a complete record of all course grades and credits earned. Brooks Institute will supply official transcripts to whomever the student or graduate designates.

Transcript requests are fulfilled through Docufide, a leading company in secure transcripts. Transcript fee is assessed regardless of transcript hold status. If a student has an outstanding balance preventing release of a transcript, it will not be issued.

\$5.00 Transcript (electronic or paper) are requested electronically through Docufide

\$10.00 Transcripts ordered through the campus

\$30.00 Overnight/US Mail delivery

Additional information on the electronic transcript service can be found on the student portal.

ACADEMIC INTEGRITY

Brooks Institute expects all students to exemplify integrity in all academic work. Brooks Institute will not permit students to engage in the following dishonest acts:

- **Cheating** – Cheating includes, but is not limited to, the following: using unauthorized notes, study aids, electronic or other devices not authorized by the instructor. Using or borrowing information from another person, or submitting someone else's work as one's own work including images and reels. Using work previously submitted for another purpose, without the instructor's permission, is prohibited. Duplicated use of copyrighted material in violation of federal copyright laws will not be tolerated.
- **Plagiarism** – Submitting as one's own work, in whole or in part, words, ideas, art, designs, text, drawings, images, reels, etc. that were produced by another person without attributing that person as the rightful source of the work. Plagiarism includes, but is not limited to: using words, word passages, pictures, etc. without acknowledgement; paraphrasing ideas without quotation marks or without citing the source; submitting work that resembles someone else's beyond what would be considered a tolerable coincidence; ideas, conclusions, information found on a student paper which the student cannot explain, amplify or demonstrate knowledge upon questioning.

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- **Accessory to Dishonesty** – Knowingly and willfully supplying material or information to another person for the purpose of using the material or information improperly.
- **Falsification or Alteration of Records and Official Documents** - The following are examples of acts under this category, but the list is not exhaustive: altering academic records, forging a signature or authorization on an academic document, or falsifying information on official documents, grade reports, or any other document designed to attest to compliance with school regulation or to exempt from compliance.
- **Software Code of Ethics** – Unauthorized duplication of copyrighted computer software violates the law and is contrary to our organization’s standards of conduct. Brooks Institute disapproves of such copying and recognizes the following principles as a basis for preventing its occurrence:
 - Brooks Institute will neither engage in nor tolerate the making or using of unauthorized software copies under any circumstances.
 - Brooks Institute will only use legally acquired software on our computers.
 - Brooks Institute will comply with all license or purchase terms regulating the use of any software we acquire or use.
 - Brooks Institute will enforce strong internal controls to prevent the making or using of unauthorized software copies, including effective measures to verify compliance with these standards and appropriate disciplinary measure for violation of these standards.
- **Communication Devices**-To maintain academic integrity and to eliminate distractions for other students, the use of communication devices, ***other than those approved for a class*** assignment, will not be allowed to be used in the classroom. Using cell phones, texting, IM, talking on the cell phone are not allowed during class and an instructor will ask the student to leave the classroom if used during the course of instruction. Instructors may gather all devices during tests. Brooks Institute supports and encourages laptop usage in the classroom however unless directly related to a class assignment it is inappropriate to have social network sites or other non-classroom directed web sites up during class. Faculty may ask you to close your laptops during discussion.

Sanctions for Violation of Academic Integrity

Any member of the campus community may report a violation of any of the above standards to the President who will investigate and take appropriate measures. If the allegation cannot be resolved by the parties involved the Performance Review and Appeals Board (PRAB) may consider the matter for review and recommendation.

THE PERFORMANCE REVIEW AND APPEALS BOARD (PRAB)

The PRAB is comprised of three to five members representing the Brooks Institute community. The PRAB may review a student's academic file, including previous transcripts, Brooks Institute grades, honors, awards, and probationary notices. The PRAB may also review and consider special or mitigating circumstances on behalf of the student. The student will then have the opportunity to address the PRAB in a hearing. The PRAB hearing is an internal process. As such, outside parties and counsel are not permitted. Based on the student’s academic file, discussion with the student, and relevant faculty input or letters provided by the student, the PRAB makes a recommendation to the President who ultimately makes a final decision.

HONORS AND AWARDS

- **Presidents List** - Semester grade point averages of 4.00 are placed on the President’s List.
- **Honor Roll** - Semester grade point averages of 3.70 or above are included on the Honor Roll.
- **First Year Award** - The First Year Award recognizes excellence of attitude, quality of performance and understanding of the craft by vote of the faculty.
- **Special Recognition** - Special Recognition Awards may be presented by the faculty to outstanding students in recognition of their achievements within a selected program.

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- **Achievement Awards** -The Achievement Award is presented to the student who has demonstrated superior ability, cooperative attitude, and a commitment to service in school or community, consistent with the highest ideals within their program. The Achievement Award is the highest student award at Brooks Institute.

ACADEMIC HONORS

Brooks Institute recognizes outstanding academic achievement of its graduates by awarding Academic Honors. The honors designated appear as a notation on the academic transcript of applicable graduates.

The honors, which are based on final cumulative GPA, are designated in the following categories:

- **Summa Cum Laude** Cumulative GPA of 3.90 or above
- **Magna Cum Laude** Cumulative GPA of 3.75 – 3.89
- **Cum Laude** Cumulative GPA of 3.50 – 3.74.

ADD/DROP

The deadline for adding or dropping a course is the end of the first week of a semester.

STANDARDS OF ACADEMIC PROGRESS (SAP) - GRADUATE AND UNDERGRADUATE

All students must maintain satisfactory academic progress to remain enrolled at Brooks Institute. Additionally, students receiving federal financial aid assistance must meet the satisfactory academic progress requirements in order to maintain eligibility to receive these funds. Satisfactory academic progress is determined by measuring the student's cumulative grade point average (CGPA) and the student's rate of progress (ROP) toward completion of the academic program at the end of each 15-week grading period. Both the CGPA and ROP standards must be met in order to be considered as making satisfactory academic progress. These standards are outlined below.

Cumulative Grade Point Average (CGPA) Requirements

Students must meet minimum CGPA requirements at specific points throughout the program in order to be considered making satisfactory academic progress. These requirements are noted in the tables below. The CGPA will be reviewed at the end of each grading period after grades have been posted to determine if the student is meeting the minimum standard. Once the student reaches a new threshold, the minimum CGPA for that level must be maintained until the next level of review.

Rate of Progress Toward Completion Requirements

In addition to the CGPA requirements, a student must maintain the minimum ROP in order to be considered to be making satisfactory academic progress. The rate of progress percentage is calculated by dividing the credits earned by the credits attempted. Only those credits required in the students program of study, including credits that were transferred from other approved institutions, and proficiency credits earned, are used in the ROP calculation. As with the determination of CGPA, the completion requirements will be reviewed at the end of each grading period after grades have been posted to determine if the student is progressing satisfactorily.

Students on Academic Warning must participate in academic advising as deemed necessary by the institution as a condition of their academic monitoring. Students who fail to comply with these requirements will not be allowed to register.

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Undergraduate Programs		
Semester Hours		
Credits	ROP	CGPA
0-30	50%	1.5
31-60	60%	1.75
61+	66.67%	2.0

Graduate Programs		
Semester Hours		
Credits	ROP	CGPA
0-7	50%	3.0
8-15	60%	3.0
16+	66.67%	3.0

Maximum Time in Which to Complete

A student is not allowed to attempt more than 1.5 times, or 150%, of the number of credits in their program of study. The requirements for rate of progress are to assure that students are progressing at a rate at which they will complete their programs within the maximum timeframe.

How Transfer Credits/Change of Program Affect SAP

Undergraduate

Credit that has been transferred into the institution by the student are included in the rate of progress calculation; however have no effect on the grade point average requirement for SAP. Transfer credit is also considered when computing the maximum time frame allowed for a program of study. For example, a student transfers from institution A to institution B. The student is able to transfer 30 credits earned at institution A into a program at institution B. The program requires 180 credits to graduate. Thus, the maximum time frame for this student's new program at institution B will be $1.5 (150\%) \times 180 = 270$ credits. The 30 transfer hours will be added to the attempted and earned hours when the maximum time frame and rate of progress is being calculated.

When a student elects to change his or her program of study at Brooks Institute the student's earned credits and grades will be transferred into the new program as applicable, including transfer credit. Credits earned at the school in the original program of study that apply to the new program of study will be used when computing grade point average, rate of progress and maximum time frame. Transfer credits from another institution that are applicable to the new program of study will not be calculated in the grade point average, but will be considered as credits attempted and earned in the maximum time frame and rate of progress calculations. For example, a student transfers from program A to program B. The student is able to transfer 30 external credits and 10 credits earned in program A into program B. Program B requires 180 credits to graduate. Thus, the maximum time frame for this student's new program will be $1.5 (150\%) \times 180 = 270$ credits. The 30 external transfer hours will be added to the attempted and earned hours when the maximum time frame and rate of progress are being calculated and the 10 credits earned in program A will be included in the grade point average calculation as well as the maximum time frame and rate of progress calculation.

Warning and Probationary Periods for Students Receiving Financial Aid

At the end of each grading period after grades have been posted, each student's CGPA and ROP is reviewed to determine whether the student is meeting the above requirements.

- A student will be placed on FA (Financial Aid) Warning immediately after the first term in which the CGPA or the rate of progress falls below the values specified in the tables above. At the end of the next term, the student will be removed from FA Warning and returned to SAP met status if the minimum standards are met or exceeded. A student who continues to fall below the specified values will be placed on FA Probation. The student will be required to appeal in order to maintain eligibility for federal financial assistance. (See Appeals section below)
- A student who successfully appeals and is on FA Probation will be evaluated at the end of the second term of

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monitoring. A student who meets or exceeds the minimum standards will be removed from FA Probation and returned to a SAP met status. If the minimum CGPA or rate of progress requirements are not met at the time of evaluation, the student will be placed on FA Dismissal status and will be dismissed from school.

If at any point, it can be determined that it is mathematically impossible for a student to meet the minimum requirements, the student will be dismissed from the institution.

Notification of academic dismissal will be in writing. The Code of Conduct Policy section of this catalog describes other circumstances that could lead to student dismissal for non-academic reasons. A tuition refund may be due in accordance with the institution's stated refund policy.

During the period of FA Warning, a student is considered to be making satisfactory academic progress and remains eligible for financial aid. A student is also considered to be making satisfactory academic progress and remains eligible for financial aid during the FA Probation period if an appeal is accepted by the institution.

A student on FA Warning and FA Probation must participate in academic advising as deemed necessary by the institution as a condition of academic monitoring. A student who fails to comply with these requirements may be subject to dismissal even though their CGPA or ROP may be above the dismissal levels.

Warning and Probationary Periods for Students Not Receiving Financial Aid

At the end of each grading period/term after grades have been posted, each student's CGPA and ROP is reviewed to determine whether the student is meeting the above requirements.

- A student will be placed on Warning immediately after the first term in which the CGPA or the ROP falls below the values specified in the tables above. At the end of the next term, the student will be removed from Warning and returned to SAP Met Status if the minimum standards are met or exceeded. A student who continues to fall below the specified values will be placed on Probation. The student will be required to successfully appeal in order to remain in attendance at the institution. (see Appeals section below)
- A student who successfully appeals and is on Probation will be evaluated at the end of the second term of monitoring. A student who meets or exceeds the minimum standards will be removed from Probation and returned to a SAP Met status. If the minimum CGPA and ROP requirements are not met at the time of evaluation, the student will be placed on Dismissal Status and will be dismissed from school.

If at any point it can be determined that it is mathematically impossible for a student to meet the minimum requirements, the student will be dismissed from the school.

Notification of academic dismissal will be in writing. The Code of Conduct Policy section of this catalog describes other circumstances that could lead to student dismissal for non-academic reasons. A tuition refund may be due in accordance with the institution's stated refund policy.

A student on Warning or Probation must participate in academic advising as deemed necessary by the institution as a condition of academic monitoring. A student who fails to comply with these requirements may be subject to dismissal even though their CGPA or ROP may be above the dismissal levels.

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Appeal

A student who has been placed on FA Probation may appeal the determination if special or mitigating circumstances exist. Any appeal must be in writing and must be submitted to the Office of the Registrar not later than Wednesday of the first week of the semester. The student must explain what type of circumstances contributed to the academic problem and what action is being implemented to overcome the mitigating circumstance in the future. Appeals are made to the Academic Review Committee. The Academic Review Committee will make a recommendation to the President, who makes the final decision which may not be further appealed. The student will be notified within one week of the receipt of the appeal.

For the appeal of non-academic dismissals, please refer to the grievance policy within this catalog.

Reinstatement

A student who was previously academically dismissed may apply for reinstatement to the institution by submitting a written appeal to the Academic Review Committee. The appeal should be in the form of a letter explaining the reasons why the student should be readmitted. The decision regarding readmission will be based upon factors such as grades, attendance, student account balance, conduct, and the student's commitment to complete the program. Dismissed students who are readmitted will sign a new Enrollment Agreement and will be charged tuition consistent with the existing published rate. Students who are interested in applying for federal financial aid may do so at this time.

Academic Dismissal

If a student has not met satisfactory academic progress after two semesters on FA Warning/ FA Probation they will be dismissed. Students will receive official notification of dismissal from the Office of the Registrar. Upon dismissal a student will be required to take and pass (C or above) 9 units at another accredited institution in order to re-appeal to return.

Undergraduate Academic Levels

Credits Earned	Academic Level Classification
0-23	Freshman
24-47	Sophomore
48-71	Junior
72+	Senior

Undergraduate Credits for Full- and Part-Time Standing

Standing	Semester Credits Needed
Full-Time	12+ Credits
Part Time	Less than 12 Credits

Graduate Credits for Full- and Part-Time Standing

Standing	Semester Credits Needed
Full-Time	9+ Credits
Part Time	Less than 9 Credits

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AVERAGE CREDIT LOAD

The normal course load for an undergraduate student at Brooks Institute is 15 semester credits in one semester. A student may take a maximum of 18 semester credits in one semester.

AUDITING CLASSES

Brooks Institute students and alumni may audit coursework. Auditing of a class is subject to space availability and is on a no-participation, no-credit basis with approval from the instructor. Brooks Institute students wishing to audit a course outside of their requirements must have the pre-requisites. Students must complete the required form, pay an audit fee (\$250), and may not audit required coursework. Students and alumni may audit a previously taken and successfully passed course at no charge.

LEAVE OF ABSENCE (LOA)

Brooks Institute does not offer Leaves of Absence.

GRADUATION REQUIREMENTS – UNDERGRADUATE PROGRAMS

Undergraduate students are required to petition for graduation one semester before they plan to graduate. Petitioning to graduate is a separate process from participating in commencement. It is the student's responsibility to verify all graduation requirements have been met. An undergraduate student is eligible for graduation once they have met the following requirements:

- Successful completion of 120 credits
- Minimum Cumulative Grade Point Average (CGPA) of 2.0
- Successful completion of all Liberal Arts Requirements
- Successful completion of all Core & Business Requirements
- Successful completion of Business Launch Seminar
- Successful completion of Grad Review (portfolio/reel review by faculty and outside professionals)

Students may retake classes to bring their CGPA up to 2.0 as long as they have not exceeded 150% of the time required to fulfill their program requirements. Students may only repeat a previously passed course twice (a total of three attempts). Students must also fulfill all financial obligations in order to receive a final official transcript.

GRADUATION REQUIREMENTS – GRADUATE PROGRAMS

It is the student's responsibility to verify all graduation requirements have been met. A graduate student is eligible for graduation once they have met the following requirements:

MFA Screenwriting

- Completion of 60 academic credits with a minimum cGPA of 3.0.
- Evaluation and approval from the Graduate Advisory Committee of the student's culminating document/thesis screenplay.

MFA Photography

- Completion of 61 academic credits with a minimum cGPA of 3.0.
- Evaluation and approval from the student's Advisory Committee of the student's exhibition, oral defense and culminating document.
- Presentation of an exhibition of their body of work.
- Three copies of the bound and signed culminating document are presented to the Program Director for the MFA in Photography.
- A disk with digital files including a pdf of the culminating document, image files of the body of work exhibited, and any promotional material generated for the exhibit is submitted to the Program Director.

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GENERAL INFORMATION

GALLERIES

Students have many opportunities to exhibit their work. Outstanding work may be displayed in campus galleries, or with class and department exhibits. Graduating students may also participate in a Graduate Exhibition that is displayed during graduation week. Student work is often featured in major publications throughout the world and on our website.

The best of student work is selected for the Brooks Institute's permanent collection and traveling exhibits. This work is seen frequently in many countries. To keep this collection current, Brooks Institute reserves the right to retain selections of student work for reproduction, exhibition and promotional purposes. Brooks Institute pays students and faculty for published work with their name and the Brooks Institute name in the credits. Brooks Institute students and faculty retain ownership of their creative work.

CAMPUSES

Brooks Institute has campus facilities in Santa Barbara and Ventura, California.

SANTA BARBARA

The Santa Barbara facilities house our MFA and BFA Photography Programs under the School of Photography. Campus facilities are identified as follows:

Mason Street Campus: (Main Campus)

25/27 E. Mason Street
Santa Barbara CA 93101

This three-story building is ideal for studio work and houses the equipment check-out facility where students can reserve cameras, lenses, lights, etc. for completion of their assignments. The Mason Street Campus houses faculty and administrative offices, and offers services such as Financial Aid, Academic Affairs, Counseling services, Accounting, Career Services and the Library.

Cota Street Campus: (Learning Site/Mailing Address)

27 E. Cota Street
Santa Barbara CA 93101

Three floors of the Cota Street learning center in downtown Santa Barbara are occupied by the Institute. The campus consists of an Admissions office, classrooms, digital labs, faculty and staff offices, a large public gallery (Gallery 27), an IT office and a data center.

VENTURA

The Ventura facilities house our MFA in Screenwriting, and Film, Graphic Design and Visual Journalism baccalaureate programs under the School of Film and Communication.

Ventura Campus: (Branch Campus)

5301 North Ventura Avenue
Ventura, CA 93001

This campus, formerly a motion picture studio is complete with a back lot, sound stages, screening room, digital video editing and graphic design computer labs, and a post-production facility. Located on approximately eight acres, the Ventura Campus houses faculty and administrative offices, and offers services such as counseling,

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Financial Aid, Academic Affairs, Admissions, Accounting, Career Services and the Library.

LIBRARY

In Santa Barbara, the Institute has a library geared toward a photographic education through books, journals and technical publications. The Ventura Campus library contains publications geared toward the Institute's Film, Graphic Design and Visual Journalism Program offerings. In addition to collections that support the core subjects, these libraries provide materials on advertising, art, business management, marketing, psychology, and other topics relating to the Institute's Liberal Arts courses. Both libraries also provide access to online periodical databases.

While these facilities are primarily for Brooks Institute students, the public is welcome to use its resources for research. Only currently enrolled students may borrow library materials.

Cybrary

The Cybrary is an Internet-accessible information center committed to facilitating the lifelong learning and achievement of the Career Education Corporation community. This "virtual library" contains a collection of full-text journals, books, and reference materials, links to Websites relevant to each curricular area, instructional guides for using electronic library resources and much more.

The "virtual" collection is carefully selected to support students as they advance through their programs of study and include quality, full-text, peer-reviewed articles from scholarly journals and full-text electronic books. Instructional materials for students and faculty are designed to enhance information literacy skills.

A full-time librarian located at corporate headquarters manages the Cybrary. The librarians at the various CEC colleges participate in selecting the electronic resources and Website links, and help prepare the instructional materials that are on the Website.

Students at all CEC colleges have access to the Cybrary from their campus location and from home, if they have an Internet service provider.

COMPETITIONS

Students are encouraged to enter their work in competitions held throughout the country. Competitions are typically sponsored by professional organizations and companies, magazines, and the community. These include Advertising Photographers of America (APA), College Photographer of the Year (CPOY), Eddie Adams Barnstorm Workshop, Hasselblad, Kodak, National Geographic Internship, Professional Photographers of America (PPA) and Photo Imaging Education Association (PIEA), Santa Barbara International Film Festival, the Lucy Awards and CMYK Magazine to name a few.

CAREER COUNSELING

The Faculty serves as program and career advisors to students about their studies and their profession. Students are assigned a faculty advisor during their first session of study. Students are encouraged to meet with their assigned faculty advisor to discuss career options. Career Services can also assist students with career related inquiries.

CAREER SERVICES

Brooks Institute Career Services department assists students with the job search upon graduation. The Career Services office assists with graduate job searches by researching information on full-time, part-time, and freelance opportunities that are associated with their field of study. Additionally, faculty and the increasing network of Brooks Institute alumni also enhance the employment prospects for graduates, and many alumni either refer employers to

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the Institute or recruit from Brooks Institute themselves. Career Services is also available to current students as a resource for part time jobs, internships, interview skills, and portfolio and resume preparation. Job postings represent local and national opportunities.

Background Checks

Agencies and institutions that accept our students for internship/externship and potential employers may conduct a criminal and/or personal background check. Students with criminal records that include felonies or misdemeanors (including those that are drug-related) or personal background issues such as bankruptcy might not be accepted by these agencies for internship/externship or employment placement following completion of the program. Some agencies and employers may require candidates to submit to a drug test. Some programs may require additional education, licensure and/or certification for employment in some positions. Employment and internship decisions are outside the control of Brooks Institute.

Brooks Institute cannot guarantee employment or salary.

Plans to Improve Academic Programs

Brooks Institute reviews its academic programs on a regular basis to ensure relevancy with current employment requirements and market needs. As deemed appropriate, Brooks Institute may change, amend, alter or modify program offerings and schedules to reflect this feedback. If you have questions about this process or any plan to improve academic programs, contact the Education Department.

Brooks Extension

Brooks Institute fosters lifelong learning through workshops, seminars, and guest speakers through Brooks Extension. Community outreach and partnerships allow for workshops designated for specific groups such as: students, advanced amateurs, and the general public. Check with the Career Services Office for more information.

Placement

Students graduating from Brooks Institute are considered to have secured employment if they are working full-time, part-time, or freelance in their field of study or a related field of study, whether employment was facilitated by the institution or not. Brooks Institute does not guarantee employment. Employment and internship decisions are outside the control of Brooks Institute.

Internships

Agencies and institutions that accept our students for internship placements or potential employers may conduct a criminal and/or personal background check. Students participating in internships will be subject to the employer's policies and procedures for employment. Some internships are eligible for school credit, contact the Registrar's Office for details.

Alumni Association

Brooks Institute has an active alumni association. Graduates are eligible to join the alumni association upon completion of their academic program. Contact Career Services for additional information.

Business Launch Seminar

In preparation for the Graduation Review Panel, all students must successfully complete a Business Launch seminar. This free, 9-hour, pass/fail seminar is offered to prepare students for their Graduation Review and for their job

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search after graduation. This seminar focuses on drawing together student skills in preparation for entering the job market. Students produce promotional materials and develop skills and strategies for employment after graduation. The seminar is offered every academic semester.

Graduation Review

The purpose of the Graduation Review is to assess students' professional skill level and plans to seek employment in their field. The Panel, consisting of faculty members, outside professionals, and a representative from Career Services, will provide constructive feedback on students' technique, presentation, creativity, attitude, and overall readiness to enter the professional world.

INSURANCE

Equipment Insurance

It is recommended that students insure all personal and checked out equipment. Verification of adequate coverage with an insurance agent is also recommended.

Car Insurance/Vehicle Registration

An insured automobile is necessary for travel to and between campuses and for transporting equipment to assignment locations. Students are advised that the State of California requires registration of automobiles and adequate vehicle insurance. Upon arrival from out of state, students should contact the Department of Motor Vehicles for current information.

Medical Insurance

Brooks Institute does not provide medical insurance for students. Insurance is available through a Career Education Corporation sponsored policy (information available on the student portal).

HOUSING

Assistance is available for students with housing needs. Brooks Institute does not operate student housing. However, the school works with an outside housing management company that operates numerous apartment units. The management company has several options for students to choose from. Reservations should be made in advance to ensure that housing is available when students arrive in the area. Contact the Admissions Office for further details.

PARKING

Ventura Campus

Student parking is available on the Ventura campus at no charge.

Santa Barbara Campuses

Due to the city location of the campuses, students may need to park in paid city lots or time monitored street parking. The Institute encourages carpooling to improve local air quality and conserve fuel. Yearly passes to some local lots are available through the city of Santa Barbara at a reasonable rate. Bus passes are made available at no charge to all Santa Barbara campus students during orientation. Due to City of Santa Barbara Conditional Use Permit requirements, students are not permitted to "shuffle" their cars (leaving and returning to downtown parking garages or lots to avoid parking fees).

NO SMOKING POLICY

In keeping with current federal, state and local legislation, and the school's intent to provide a safe and healthful

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learning environment, smoking is prohibited throughout the campus buildings. Students, employees and visitors are required to go outside the buildings to smoke and to do so only in designated areas containing cigarette disposal receptacles, well away from doors, windows and corridors.

LOSS OF PERSONAL AND SCHOOL PROPERTY

Brooks Institute is not responsible for the loss of any personal property. College property assigned or checked out to an individual is the responsibility of that individual until it is returned. Students who owe money due to breakage or loss of school equipment will not be able to register for classes until satisfactory payment arrangements have been made. Students will not receive transcripts until all debts to the school have been paid in full.

PROPRIETARY INFORMATION

Curriculum content at Brooks Institute, including lectures, handouts, audio/visual materials, and equipment is proprietary information and the sole property of Brooks Institute. It is illegal to duplicate, copy, or utilize this material in any manner without the expressed written permission of Brooks Institute.

CATALOG ADDENDA

Addenda to the catalog are distributed to address policy or curriculum changes, and current tuition and fees.

STUDENT PORTAL

The student portal is a secure website that allows a student access to information including schedule, grades, account balance and activity, school events, and school contact information. Upon acceptance to Brooks Institute, students will be issued a student ID number that can be used to gain access to the student portal and a Brooks Institute email address. The Brooks Institute email address is the official communication between the student and the school.

STATEMENT OF NON-DISCRIMINATION

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, Brooks Institute does not discriminate on the basis of gender, sexual orientation, age, disability, race, or religion in regard to admission, or the administration of its policies, programs, activities or employment.

UNLAWFUL HARASSMENT POLICY

Brooks Institute is committed to the policy that all members of the school's community, including its faculty, students, and staff, have the right to be free from sexual harassment by any other member of the school's community. Should a student feel that he/she has been sexually harassed; the student should immediately inform the Academic Affairs Office.

Sexual harassment refers to, among other things, sexual conduct that is unwelcome, offensive, or undesirable to the recipient, including unwanted sexual advances. All students and employees must be allowed to work and study in an environment free from unsolicited and unwelcome sexual overtures and advances. Unlawful sexual harassment will not be tolerated.

DRUG FREE ENVIRONMENT

The Drug-Free Schools and Communities Act of 1989 (Public Law 101-226) requires institutions receiving federal financial assistance to implement and enforce drug prevention programs and policies. As a matter of policy, Brooks Institute prohibits the unlawful manufacture, possession, use, sale, dispensation, or distribution of controlled substances and the possession or use of alcohol by students and employees on its property and at any school

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activity. Further information on the school's policies can be found in the Student Handbook. Any violation of these policies will result in appropriate disciplinary actions up to and including expulsion in the case of students and termination in the case of employees, even for a first offense. Violations of the law will also be referred to the appropriate law enforcement authorities. Students or employees may also be referred to abuse help centers. If such a referral is made, continued enrollment or employment will be subject to successful completion of any prescribed counseling or treatment program. Information on the school's drug-free awareness program and drug and alcohol abuse prevention program may be obtained from the Brooks Institute Student Portal, the Office of Admissions or the Office of Regulatory Operations.

Reasonable Accommodations Policy – Individuals with Disabilities

Brooks Institute does not discriminate against individuals on the basis of physical or mental disability and is fully committed to providing reasonable accommodations, including appropriate auxiliary aids and services, to qualified individuals with a disability, unless providing such accommodations would result in an undue burden or fundamentally alter the nature of the relevant program, benefit, or service provided by Brooks Institute. To request an auxiliary aid or service please contact the Academic Affairs Office or the ADA Coordinator at Brooks Institute, 27 East Cota Street, Santa Barbara, California 93101 or the Academic Affairs Office or the ADA Coordinator at the Ventura Campus.

Individuals requesting an auxiliary aid or service will need to complete an Application for Auxiliary Aid. To enable Brooks Institute to timely provide an auxiliary aid or service, Brooks Institute requests that individuals complete and submit the Application for Auxiliary Aid six weeks before the first day of classes, or as soon as practicable. Disagreements regarding an appropriate auxiliary aid and alleged violations of this policy may be raised pursuant to Brooks Institute's grievance procedures.

School Performance Fact Sheet

Completion and Graduate Placement rates, or our "**School Performance Fact Sheet**", is distributed to students at the time of enrollment. All backup data to substantiate these rates is available for review in the Registrar's Office and Career Services office. Information may also be found on the Web site at www.Brooks.edu

School Policies

Students are expected to be familiar with the information presented in this school catalog, in any supplements and addenda to the catalog, and with all school policies. By enrolling in Brooks Institute, students agree to accept and abide by the terms stated in this catalog and all school policies. If there is any conflict between any statement in this catalog and the enrollment agreement signed by the student, the provision in the enrollment agreement controls and is binding.

Termination Policy

The Brooks Institute reserves the right to dismiss a student for any of the following reasons: failure to maintain satisfactory academic progress, failure to pay school fees and/or tuition by applicable deadlines, disruptive behavior, posing a danger to the health or welfare of students or other members of the Brooks Institute community, or failure to comply with the policies and procedures of the Brooks Institute. Any unpaid balance for tuition, fees and supplies becomes due and payable immediately upon a student's dismissal from the school. The institution will also determine if any Title IV funds need to be returned (see Financial Information section of this catalog).

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CAMPUS CRIME REPORT

Brooks Institute publishes an annual security report that contains information concerning policies and programs relating to campus security, crimes and emergencies, the prevention of crimes and sexual offenses, drug and alcohol use, campus law enforcement and access to campus facilities. The annual security report also includes statistics concerning the occurrence of specified types of crimes on campus, at certain off-campus locations, and on the public property surrounding the campus. The annual security report is published each year by October 1 and contains statistics for the three most recent calendar years. The annual security report is provided to all current students and employees. A copy of the most recent annual security report may be obtained from the Compliance office during regular business hours. Prospective students can also request the information from their admissions representative. Employees and prospective employees can request the information from Human Resources.

Brooks Institute will report to the campus community concerning the occurrence of any crime includable in the annual security report that is reported to campus security or local police and that is considered to be a threat to students or employees.

Brooks Institute reminds all students that they are ultimately responsible for their own actions regarding their safety and welfare.

CAMPUS SECURITY POLICY AND PROCEDURES

Brooks Institute attempts to provide students and employees with a safe and secure environment in which to study and work. School facilities are secured during times the school is not open. While the institution attempts to provide a safe and secure environment, individuals are ultimately responsible for their own safety. Safety is enhanced when students and employees take precautions such as:

- Avoid working or studying in secluded areas
- Never leave valuables unattended
- Avoid parking or walking in secluded or dimly lit areas
- Travel with a friend or companion
- Report suspicious persons or activities on-campus to school authorities

If a student or employee is aware that a crime has been, or is being, committed on school property or at a school-sponsored or recognized event off-campus during the hours that the school is open, the crime should be reported to the school President's Office. If the crime has been committed when the school is closed, it should be reported to the President's Office as soon as possible after school is open. In addition to reporting the crime to the school President's Office, the crime should be reported to local law enforcement authorities. The school President will work with local law enforcement, as appropriate, when a crime is reported. Crimes reported to the school President's Office are included in the annual campus crime statistics. In addition, the school requests from the local agencies, crime information not reported to the school President's Office that is appropriate for inclusion in the annual campus crime statistics. Further, if circumstances warrant, the school community will be notified if an ongoing threat is posed related to a reported crime.

Brooks Institute does not tolerate violence. This includes criminal acts against persons or property, as well as harassment based on sex, race, ethnicity, or disability. The school will impose strict disciplinary actions and appropriately involve law enforcement officials should any acts of violence or threatening conduct occur on school facilities or at school-sponsored events.

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INTERNAL GRIEVANCE PROCEDURE

Many student complaints can be resolved through discussion with the appropriate instructor or staff member and the use of this grievance procedure, and we encourage students to make contact at the first indication of a problem or concern.

This section describes the steps the student should follow so that the problem can be fully and fairly investigated and addressed. The student will not be bound by any resolution unless the student agrees to accept it. If the student does not accept a proposed conclusion or resolution, then the student may pursue the matter in arbitration as provided for in the student's Enrollment Agreement. However, the student must pursue his or her claim through this grievance procedure first.

Please note that this grievance procedure is intended for problems concerning a student's recruitment, enrollment, attendance, education, financial aid assistance, or career service assistance, or the educational process or other school matters. It does not apply to student complaints or grievances regarding grades or sexual harassment, which are addressed in other sections of this catalog.

Brooks Institute and the student agree to participate in good faith in this grievance procedure. Brooks Institute will receive all information submitted by the student concerning a grievance in strict confidence and agree to maintain confidentiality in the grievance procedures. No reprisals of any kind will be taken by any party of interest or by any member of the Brooks Institute administration against any party involved. We will investigate all complaints or grievances fully and promptly. As long as the student pursues this grievance procedure to its conclusion, the period during which the student is pursuing this process will not count toward any statute of limitations relating to the student's claims.

Step 1 – Grievances or complaints involving an individual instructor or staff member should first be discussed with the individual involved. Grievances or complaints involving a policy or class should first be discussed with the individual enforcing that policy (i.e the class instructor).

Step 2 – If the matter is not resolved to the student's satisfaction in Step 1, the student may submit a written, dated and signed statement of the grievance or complaint and a description of the actions that have taken place thus far to the Department Chair and/or Program Director.

Step 3 – If the matter is not resolved to the student's satisfaction in Step 2, the student's next step is to submit a written, dated and signed statement to the campus President. Within five (5) days of the President's receipt of the written statement, the President will arrange to preliminarily meet with the student to discuss the grievance, and the President will thereafter conduct an investigation, including providing the student with a full and fair opportunity to present evidence relevant to the matter. The President will render the decision in writing within ten (10) business days after concluding his/her investigation, setting out the President's findings, conclusions, and reasoning. The President's decision will be final. The student's written complaint, together with the President's decision, will become a permanent part of the files of the parties involved.

General

This grievance procedure is designed to address problems promptly and without undue delay. In order to achieve that, the student should initiate Step 1 within ten (10) business days of the incident or circumstance(s) giving rise to the complaint, and must initiate each other Step within ten (10) business days after receiving a response or if more than twenty (20) business days have passed with no response. If the student fails to take any of the steps in this procedure within the required time frames, then the student will be deemed to have accepted the resolution last proposed by Brooks Institute. If Brooks Institute fails to act within the time frames described in this procedure, then the student may elect to forgo any further steps in the grievance procedure and choose to go directly to arbitration

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as provided in the student's Enrollment Agreement. The time periods set forth in these procedures can be extended by agreement between Brooks Institute and the student.

Should the student's grievance not be resolved to his/her satisfaction after following the above process, unresolved grievances may be directed to the Bureau for Private Postsecondary Education, P.O. Box 980818, Sacramento, CA 95798-0818, (888) 370-7589, www.bppe.ca.gov.

The student may also contact the Accrediting Council for Independent Colleges and Schools, at 750 First Street, NE, Suite 980, Washington, D.C. 20002-4241, or telephone it at: (202) 336-6780.

RETENTION OF STUDENT RECORDS

Admissions and Academic records are maintained separately from Financial Aid records. All student records are maintained in hard copy, or soft copy equivalent, on site for five years beyond the students last date of attendance. Student records indicating a last date of attendance beyond five years are maintained at a secure professional file storage company off site. Admissions records for applicants who never matriculated are retained for at least one year following cancellation.

NOTIFICATION OF RIGHTS UNDER FERPA WITH RESPECT TO STUDENT RECORDS

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their educational records.

- Students enrolled at Brooks Institute shall have the right to inspect and review the contents of their education records, within 45 days of the day the institution receives the request for access. Students may request to review their education records by submitting a written request identifying the record(s) the student wishes to review to the Academic Affairs Office. The Institute will arrange for access and notify the student of the time and place where the records may be inspected.
- Parental access to a student's record will be allowed by Brooks Institute without prior consent if: (1) the student has violated a law or the institution's rules or policies governing alcohol or substance abuse, if the student is under 21 years old; or (2) the information is needed to protect the health or safety of the student or other individuals in an emergency.
- A student's education records are defined as files, materials, or documents, including those in electronic format, that contain information directly related to the student and are maintained by the institution, except as provided by law. Access to a student's education records is afforded to school officials who have a legitimate educational interest in the records. A school official is defined as a person employed or engaged by the institution in an administrative, supervisory, academic or support staff position (including law enforcement unit and health staff); a person or company (including its employees) with whom the school has contracted (such as an attorney, auditor, consultant or collection agent); a trustee serving on a governing board; or a person assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record to fulfill his or her professional responsibility or commitment to the school.
- Students may request that the institution amend any of their education records, if they believe the record contains information that is inaccurate, misleading or in violation of their privacy rights. The request for change must be made in writing and delivered to Academic Affairs Office, and must identify the part of the record the student wants changed and the reason for the requested change stated fully.
- Directory information is student information that the institution may release to third parties without the consent of the student. Brooks Institute has defined directory information as the student's name, address (es), telephone number(s), e-mail address, birth date and place, program undertaken, dates of attendance, honors and awards, photographs and credential awarded. If a student does not want his or her directory

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information to be released to third parties without the student's consent, the student must present such a request in writing to Academic Affairs Office within 45 days of the student's enrollment or by such later date as the institution may specify. Under no circumstance may the student use the right to opt out to prevent the institution from disclosing that student's name, electronic identifier, or institutional e-mail address in a class in which the student is enrolled.

- The written consent of the student is required before personally identifiable information from education records of that student may be released to a third party, unless the disclosure is otherwise allowed under an express FERPA exception to disclosure or is required by law.
- A student who believes that Brooks Institute has violated his or her rights concerning the release of or access to his or her records has the right to file a complaint with the U.S. Department of Education. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

Programs of Study

UNDERGRADUATE PROGRAM OFFERINGS

SCHOOL OF FILM | COMMUNICATION

Bachelor of Fine Arts in Film

Mission

The mission of the **Bachelor of Fine Arts in Film** Program is to provide a deeply immersive, experiential learning environment that promotes creative expression, best practices, and collaboration as students prepare for a variety of career paths in motion picture production for traditional and emerging media markets.

Program Description

The 120 semester credit **Bachelor of Fine Arts in Film** program builds knowledge of the craft of film through a series of core courses culminating in a production workshop and portfolio experience. The program consists of 66 semester credits that cover a variety of aspects of film production including narrative and commercial filmmaking and screenwriting. In addition, students take 45 semester credits in general education and 9 semester credits in business courses designed to support their professional goals as filmmakers and broaden their understanding and experience of other subject areas.

Upon the completion of the Film Program students should be able to:

- Demonstrate a personal voice and aesthetic to critique the aesthetic properties of films.(Visual Literacy, Communicate)
- Analyze and evaluate story structure and character attributes in a film or screenplay. (Problem Solve)
- Combine images and sound to convey a story or concept. (Adept, Visual Literacy)
- Effectively use contemporary motion picture tools to communicate through film. (Communicate)
- Recognize, research, and integrate emerging technologies to enhance productions. (Adept, Problem Solve)
- Effectively communicate both verbally and in writing. (Communication)
- Collaborate effectively with colleagues and clients accomplish professional goals. (Adept)
- Demonstrate awareness of Media industry structures and evolution in a global context. (Global)
- Demonstrate awareness of diverse communities and the role of film in the sharing of ideas. (Global)
- Adopt accepted industry standards for ethics and business practices and demonstrate good citizenship and responsibility. (Ethics)

Core Requirements		Credits
DES114	Visual design	3
FLM101	Film Language	3
FLM102	History of Film	3
FLM109	Production Workshop I	3
FLM115	Audio Foundations	3
FLM117	Lighting theory	3
FLM127	Digital Production	3
FLM280	Screenwriting I	3
FLM281	Directing I	3
FLM282	Cinematography I	3
FLM283	Editing I	3

FLM285	Production Workshop II	6
FLM284	Production Design	3
FLM440	New Media	3
FLM495	Film Capstone	3

Total 48

Core Electives

FLMELE	Core Elective	3
FLMELE	Core Elective	3
FLMELE	Core Elective	3
FLMELE	Core Elective	3
FLMELE	Core Elective	3
FLMELE	Core Elective	3

Total 18

Business

BUS101	Basic Business	3
BUS302/382	Business Law	3
BUSELE	Business Elective	3

Total 9

General Education

MAT101	College Math	3
ENG101	English Composition	3
ENG201	Advanced English Composition	3
ENGELE	300 Level English	3
HUM101	Introduction to Humanities	3
HUM200	Western Civilization	3
HUMELE	300/400 Level Hum Elective	3
HUMELE	300/400 Level Hum Elective	3
SOC100	Public Speaking	3
SOCELE	Soc. Elective 100/200 Level	3
SOCELE	Soc. Elective 100/200 Level	3
SOCELE	SOC Elective 300 Level	3
SOC300	Business and Professional Communication	3
SOCELE	300/400 Level Soc. Elective	3
SCI200	Science	3

Total 45

Total 120 Semester Hours

1st Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
FLM101	Film Language	None	3	4	L/S
FLM102	History of Film	None	3	3	L
FLM109	Production Workshop I	None	3	4	L/S
MAT101	College Mathematics	MAT099/ACUPL	3	3	L
ENG101	English Composition	ENG099/ACUPL	3	3	L
Total			15	17	
2nd Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
DES114	Visual Design	None	3	4	L/S
FLM115	Audio Foundations	FLM109	3	4	L/S
FLM117	Lighting Theory	FLM109	3	4	L/S
HUM101	Introduction to the Humanities	None	3	3	L
SOC100	Public Speaking	None	3	3	L
Total			15	18	
3rd Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
FLM127	Digital Production	FLM109	3	4	L/S
FLM280	Screenwriting I	None	3	4	L/S
FLM282	Cinematography I	FLM117	3	4	L/S
SOCELE	100/200 Level SOC Course		3	3	L
ENG201	Advanced English Composition	ENG101	3	3	L
Total			15	17	
4th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
FLM281	Directing I	FLM127	3	4	L/S
FLM283	Editing I	FLM127	3	4	L/S
HUM200	Western Civilization	HUM101	3	3	L
SCI200	Science	MAT101	3	3	L
SOCELE	100/200 Level SOC Course		3	3	L
Total			15	17	
5th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type

FLM285	Production Workshop II	FLM283	6	9	L/S
FLM284	Production Design	FLM127	3	4	L/S
BUS101	Basic Business	MAT101	3	3	L
HUMELE	300/400 level HUM course		3	3	L
	Total		15	19	
6th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
FLM440	New Media	FLM285	3	4	L/S
FLMELE	Core Elective		3	4	
FLMELE	Core Elective or Internship	FLM385	3	4	L/S
BUS302/382	Business Law	BUS101	3	3	L
SOCELE	300 level SOC Course	SOC100	3	3	L
	Total		15	18	
7th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
FLMELE	Core Elective	FLM285	3	4	L/S
FLMELE	Core Elective	FLM285	3	4	L/S
FLMELE	Core Elective	FLM285	3	4	L/S
ENGELE	300 level ENG Course	ENG201	3	3	L
SOC300	Business & Professional Communication	SOC100,BUS101	3	3	L
Total			15	18	
8th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
FLM495	Film Capstone	FLM440	3	4	L/S
FLMELE	Core Elective or Internship	FLM285	3	4	L/S
BUSELE	Business Elective		3	3	L
SOCELE	300/400 level SOC course		3	3	L
HUMELE	300/400 level HUM course		3	3	L
Total			15	17	

BFA Film Course Description's

Business

BUS101 Introduction to Business

Credit Hours: 3 Semester

Prerequisite: MAT101

Type: Lecture

COURSE DESCRIPTION

This is the foundational course for the business module. The course introduces students to the functional areas of business, such as accounting, finance, marketing and management. Students will have the opportunity to learn about the forms of business organization, small business ownership and operating in global economy. Particular attention is given to the importance of planning and the critical components of business plans, including selecting the appropriate business form, analysis of potential markets, the assessment of start-up costs and income projection.

BUS302 Business Law

Credit Hours: 3 Semester

Prerequisites: BUS101

Type: Lecture

COURSE DESCRIPTION

This course introduces students to basic principles of jurisprudence and to the United States legal system. Students examine those laws that impact business activities, which include laws pertaining to contracts, corporations and business organizations, employment and agency, property and intellectual property (patents, trademarks, trade secrets, and copyrights). Specific attention is given to legal issues related to the visual arts, such as cyber law, copyright, privacy rights and First Amendment rights.

BUS382 Business Law Online (formerly BUS431)

Credit Hours: 3 Semester

Prerequisites: BUS101

Type: Lecture

COURSE DESCRIPTION

This is an informative survey of various aspects of business operations and laws that impact how business activities are conducted. Specific attention is given to issues related to the visual arts, such as trademark, patent and intellectual property issues. Additional topics include the legal system, tort theory, contracts, credit and collection laws, business options, agency, liability, employment and government.

Design

DES114 Visual Design

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture/Studio

COURSE DESCRIPTION

This course introduces students to the ideas, methodologies, principles and skills that comprise a common knowledge base important to all design disciplines. Focus will be on understanding the biological, psychological and neurological elements involved in the art of seeing, with an emphasis on aesthetic issues important to the professional visual communicator. Through analysis and hands-on exercises, students will explore visual elements of two-dimensional and three-dimensional form, space, and color.

Film

FLM101 Film Language (formerly NAR107)

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture/Studio

COURSE DESCRIPTION

A fundamental introduction to storytelling through the visual language of film, this course explores story structure, character, composition, continuity, and pre-production. Students create short story projects using a sequence of still images.

FLM102 History of Film (Formerly ART302)

Credit Hours: 3 Semester Hours

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course examines the value and purpose and history of film from a variety of aesthetic, historical, sociological, and philosophical perspectives with the intent of developing an understanding and aesthetic appreciation for the cinema. Students will research and discuss selected film genres, styles, techniques, and meanings across various cultures and times.

FLM109 Production Workshop I (formerly PRO284)

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture/Studio

COURSE DESCRIPTION

An introduction to film and television production organization and logistics, this course explores the ways various crew functions are planned and combined for an effective shoot. Topics include pre-production planning, crew structure and protocol, location and studio considerations, basic set practices, set etiquette and basic legal considerations of producing a film.

FLM115 Audio Foundations

Credit Hours: 3 Semester

Prerequisite: FLM109

Type: Lecture/Studio

COURSE DESCRIPTION

This course introduces the principles of audio recording and sound design using dialog, Foley, ambience and effects. Students explore recording systems and microphones with a series of projects designed to emphasize storytelling through the creative use of sound design. Post-production practices and techniques are considered including ADR, Foley, composite and final mix.

FLM117 Lighting Theory (formerly PRO117)

Credit Hours: 3 Semester

Prerequisite: FLM109

Type: Lecture/Studio

COURSE DESCRIPTION

This course explores the use of lighting to enhance the visual aspects of storytelling in the context of physical production protocols. Students explore aspects of narrative lighting and techniques for lighting people by lighting short story assignments to achieve visual storytelling goals.

FLM127 Digital Production (formerly PRO127)

Credit Hours: 3 Semester

Prerequisite: FLM109

Type: Lecture/Studio

COURSE DESCRIPTION

This course is a comprehensive introduction to digital video production and computer editing for both picture and sound. The course provides an overview of movement, composition, sound and computer techniques to support

narrative storytelling.

FLM280 Screenwriting I (formerly NAR280)

Credit Hours: 3 Semester

Prerequisite: NONE

Type: Lecture/Studio

COURSE DESCRIPTION

This course is an introductory workshop in Screenwriting emphasizing story, audience emotional response and building blocks. The basics of visual storytelling are examined as well as key structure and character elements.

FLM281 Directing I (formerly DIR281)

Credit Hours: 3 Semester

Prerequisite: FLM127

Type: Lectured/Studio

COURSE DESCRIPTION

This course is an introductory workshop that explores the ways in which directors prepare for a shoot, including how to read a script analytically, interpreting story, theme and characters. Students will also investigate casting, rehearsal, blocking, scene coverage and camera placement.

FLM282 Cinematography I (Formerly CIN282)

Credit Hours: 3 Semester

Prerequisite: FLM117

Type: Lecture/Studio

COURSE DESCRIPTION

An in-depth consideration of cinematography principles, this course compares both film and digital image capture with a detailed exploration of 16mm film. The course combines lecture, lab, and shooting assignments outside of class. Students consider both technical and aesthetic concerns through shooting assignments using both film and video formats.

FLM283 Editing I (formerly PPW283)

Credit Hours: 3 Semester

Prerequisite: FLM127

Type: Lecture/Studio

COURSE DESCRIPTION

This course provides the basic disciplines and vocabulary of the editing room and provides organizational and practical editing experience to prepare students for future sync-sound production. Post-production techniques including picture editing, sound and music editing, and mixing are considered.

FLM284 Production Design

Credit Hours: 3 Semester

Prerequisite: FLM127

Type: Lecture/Studio

COURSE DESCRIPTION

This course provides an in-depth exploration of the production design process including conceptualization, presentation, and implementation. Students create comprehensive design strategies for a film and explore techniques, materials and strategies for maximizing production value with available resources. Topics include color, contrast, texture, style and the relationship between production design and cinematography in a finished film.

FLM285 Production Workshop II (formerly PRO285)

Credit Hours: 6 Semester
Prerequisite: FLM280
Type: Lecture/Studio

COURSE DESCRIPTION

This intermediate level course introduces students to sync-sound production in a crew structure and serves as a culmination of the preceding courses. Students combine the skills they have learned in an integrated, highly mentored workshop environment.

FLM440 New Media

Credit Hours: 3 Semester
Prerequisite: FLM285
Type: Lecture/Studio

COURSE DESCRIPTION

New forms of storytelling and evolving technology are explored in this workshop course. Students develop, scripts and create projects for non-traditional media applications and explore distribution strategies for script content in emerging media markets. Emphasis is placed on using new media to generate interest in and opportunities for the filmmaker.

FLM495 Film Capstone (Formerly CAP495)

Credit Hours: 3 Semester
Prerequisite: FLM440
Type: Lecture/Studio

COURSE DESCRIPTION

A bridge from the undergraduate experience to the practical application of that experience in the “real world”, this advanced course reviews the “soft” skills involved in the transition from the classroom to the world of the visual media profession.

Electives

Business

BUS401 Producing Practices

Credit Hours: 3 Semester
Prerequisite: None
Type: Lecture

COURSE DESCRIPTION - Elective

This course introduces students to the fundamental business practices of producing the narrative or commercial film project. Budgets, financial structure and contracts are considered along with analysis of current industry standards and practices for productions.

BUS411 Motion Picture Development

Credit Hours: 3 Semester
Prerequisite: None
Type: Lecture

COURSE DESCRIPTION - Elective

This course explores the creative business development of film projects from concept to production. Entertainment industry structure and the role of each participant in the process are considered including the studio, network, and agency. The role of the creative producer is explored in relation to other roles such as executive, agent, lawyer and manager. Students evaluate projects for financial viability based on audience analysis and distribution potential.

Film

FLM309 Cinematography II (Formerly CIN309)

Credit Hours: 3 Semester

Prerequisite: FLM282

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

This course explores digital image acquisition for the story with an emphasis on the relationship between image capture and lighting. Camera workflow is explored from creative pre-production and planning through final color timing in post-production. The course combines lecture, lab, and shooting assignments outside of class. Students shoot a variety of assignments culminating in the shooting and color timing of a finished scene.

FLM317 Directing the Actor (formerly DIR317)

Credit Hours: 3 Semester

Prerequisite: FLM281

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

This advanced directing course examines the unique relationship between the director and the actor. Students will become familiar with acting techniques and methods. Script analysis as applied to acting and directing is explored. Students participate as both actors and directors in assignment work for the course.

FLM386 Advanced Editing (formerly PPW386)

Credit Hours: 3 Semester

Prerequisite: FLM283

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

The objective of this course is to provide students with the essential building blocks of the profession of film editing. Emphasis is placed on the techniques and protocol necessary to take a sync-sound narrative film through post-production. Topics include: telecine, media capture, setting up a professional editing room, creating a first assembly, sync-sound editing, and film and video finishing techniques. The course also considers the role of the assistant editor.

FLM390 Digital Post-Production (formerly PPW290)

Credit Hours: 3 Semester

Prerequisite: FLM283

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

This course introduces digital post-production effects, motion graphics for film and web design, and color correction techniques. Topics include computer-based techniques for compositing film and video, creating professional titles and menus, and perfecting the final image.

FLM398 Sound Design (formerly PPW398)

Credit Hours: 3 Semester

Prerequisite: FLM283

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

This course introduces digital and analog audio recording, editing and mixing using digital audio workstations. Topics include ADR, Foley, music editing, and final delivery.

Screenwriting

FLM427 Feature Screenwriting I (formerly NAR427)

Credit Hours: 3 Semester

Prerequisite: FLM280

Type: Lecture/Studio

COURSE DESCRIPTION

This course is a rigorous examination of professional feature screenwriting. Weekly assignments teach fundamentals of the screenwriting process including story, structure, character development, dialogue, form, and the business of screenwriting. Students develop outlines, treatments, and character histories that are critiqued weekly by both the instructor and fellow students.

FLM428 Feature Screenwriting II (formerly NAR428)

Credit Hours: 3 Semester

Prerequisite: FLM427

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

An advanced screenwriting workshop based on assignments involving writing and rewriting a feature length script as well as reading fellow student's work for weekly critiques by the instructor and the class.

FLM429 Writing the Television Drama

Credit Hours: 3 Semester

Prerequisite: FLM427

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

The course explores dramatic writing for television including concept, structure, character, dialogue, format, premise, and tone. Lectures, screenings, weekly assignments and in-class exercises provide students with the basic theory and practice of television writing as an art and craft with specific emphasis on the one-hour format.

FLM430 Writing the Television Comedy

Credit Hours: 3 Semester

Prerequisite: FLM427

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

The course explores comedic writing for television including concept, structure, character, dialogue, format, premise, and tone. Lectures, screening's, weekly assignments and in-class exercises provide students with the basic theory and practice of television writing as an art and craft with specific emphasis on the half-hour format.

FLM490 Master Seminar (formerly MAS490)

Credit Hours: 3 Semester

Prerequisite: FLM285

Type: Lecture

COURSE DESCRIPTION - Elective

A series of seminars either by an industry professional or senior Brooks Institute faculty. The course is a workshop environment with weekly evaluation of the topics covered and a culminating final project and exam.

Production

FLM320 Marketing Media (formerly COR320)

Credit Hours: 3 Semester

Prerequisite: FLM285

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

This course explores the analysis, creative design and implementation of marketing content for clients in a range of media. Client image, training, conference and event production, teleconferencing and other communication needs are explored. The relationship between the producer and the client is emphasized through practical assignments with a real or fictional organization.

FLM325 Commercial Production

Credit Hours: 3 Semester

Prerequisite: FLM285

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

This course explores television commercial production through the creation of broadcast quality advertising for either a real or fictional client. Students work in teams to analyze client goals, write treatments and scripts, design the visual and audio approach to the project, and complete the principal photography and post-production of a finished commercial ad.

FLM326 Music Video Production (formerly PRO326)

Credit Hours: 3 Semester

Prerequisite: FLM285

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

This course consists of music video production that emphasizes storytelling and performance within the genre. Planning and storyboarding are emphasized to develop the best concept to portray the band or song performance for the audience. A brief history of shooting and editing techniques, a detailed analysis of the interrelationship between visual storytelling and music are also covered.

FLM346 Cinematography Portfolio (Formerly CIN346)

Credit Hours: 3 Semester

Prerequisite: FLM309

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

An advanced workshop, this course explores image crafting in both narrative and commercial projects. Students emulate shots and scenes from existing projects including feature films and commercial advertisements. Students are expected to craft finished materials on the appropriate format of their choice.

FLM484 Narrative Portfolios Pre-Production (formerly PRO484)

Credit Hours: 3 Semester

Prerequisite: FLM285

Type: Lecture

COURSE DESCRIPTION - Elective

This advanced course combines script development and pre-production of a narrative portfolio project with a consideration of industry practices for project development and pre-production.

FLM485 Narrative Portfolio Production (formerly PRO485)

Credit Hours: 3 Semester

Prerequisite: FLM484

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

This course is a narrative portfolio production workshop for students to complete principal photography of a narrative film.

FLM486 Narrative portfolio Post-Production (formerly PPW486)

Credit Hours: 3 Semester

Prerequisite: FLM386

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

This course serves as a sounding board for portfolio projects and encourages the collaboration of listening, critiquing, defending and absorbing criticism to create a better film. The course emphasizes planning and organizational skills in post-production from editing through mastering including release printing. Students complete picture editing, sound design, final master elements and a plan for distribution to film festivals.

FLM488 Artist in Residence

Credit Hours: 3 Semester

Prerequisite: FLM285

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

This course provides students an opportunity to collaborate with an established artist or artists in the collaboration of a film or new media project.

Special Topics and Internships

FLM100 Special Topics

Credit Hours: 1 Semester

Prerequisite: None

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

Selected special topics in Film developed to expand the serious Film student's industry knowledge and skill set, and to focus on a topic that is relevant to practice in their field.

FLM200 Special Topics

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

Selected mid-level special topics in Film developed to expand the serious Film student's industry knowledge and skill set, and to focus on a topic that is relevant to practice in their field.

FLM300 Special Topics

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture/Studio

COURSE DESCRIPTION - Elective

Selected advanced special topics in Film developed to expand the serious Film student's industry knowledge and skill set, and to focus on a topic that is relevant to practice in their field.

FLM491 Industry Internship I

Credit Hours: 6 Semester

Prerequisite: FLM285

Type: On-site Internship

COURSE DESCRIPTION - Elective

This course facilitates a real world experience in a professional film production workplace. The Academic Department, The Department Career services and the on-site mentor structure individualized learning experiences for maximum benefit to the student. The Internship is a monitored and documented experience that assists students with the transition from the classroom to the entry-level work environment. Minimum 270 hours.

FLM492 Industry Internship II

Credit Hours: 3 Semester

Prerequisite: FLM285

Type: On-site Internship

COURSE DESCRIPTION - Elective

This course facilitates a real world experience in a professional film production workplace. The Academic Department, The Career Services Department and the on-site mentor structure individualized learning experiences for maximum benefit to the student. The Internship is a monitored and documented experience that assists students with the transition from the class the entry-level environment. Minimum of 135 hours.

History

ART122 History of Photography (Formally ART301)

Credit Hours: 3 Semester Hours

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course will trace rise of image making from the beginning of the 19th century to the present. The interrelationship of technology, medium, process and aesthetics will be explored; and the implications and consequences of an increasingly image-dense society will be discussed. The concept of “seeing” and the barriers to seeing clearly will be covered. The requirement of any image-maker to be alert and attentive to the environment around them – social, economic, political and cultural, as well as physical – will be woven throughout the course.

ART303 History of Design

Credit Hours: 3 Semester

Prerequisites: None

Type: Lecture

COURSE DESCRIPTION

This course examines the history of design through the analysis of meaning, theory, and process. Students will analyze the works of major designers and significant cultural trends, with a focus on technical and stylistic innovation. Students will use critical analysis of styles to create interpretive design projects. Social and scientific advances related to the development of design will be analyzed.

Design

DES100 Drawing for Designers

Credit Hours: 3 Semester

Prerequisites: None

Type: Lecture/Studio

COURSE DESCRIPTION

Students develop the drawing and conceptual rendering skills for designers and filmmakers. This course provides a comprehensive foundation in basic design principles including utilization of the ‘design process’ to create effective solutions. Course covers the fundamentals of drawing including line, form, shape, volume, and perspective. Special

attention will be given to using the medium of drawing to communicate visual ideas through sketching and storyboarding.

DES110 Fundamentals of Digital Design

Credit Hours: 3 Semester

Prerequisites: None

Type: Lecture/Studio

COURSE DESCRIPTION

Students focus on the use of specific, industry standard software for the exploration of design principles as they relate to the traditional printed page and emerging new media. Coursework introduces students to the software tools used to produce illustrations, retouch and manipulate photographs and design layouts for both print and new media.

DES114 Visual Design

Credit Hours: 3 Semester

Prerequisites: None

Type: Lecture/Studio

COURSE DESCRIPTION

Introduction to the ideas, methodologies, principles, and skills that comprise a common knowledge base important to all design disciplines. The focus will be on understanding the biological, psychological and neurological elements involved in the art of seeing, with an emphasis on esthetic issues important to the professional visual communicator. Through analysis and hands-on exercises, students will explore visual elements of two and three dimensional form, space, and color.

DES135 Fundamentals of Typography

Credit Hours: 3 Semester

Prerequisites: DES110

Type: Lecture/Studio

COURSE DESCRIPTION

Students develop a basic foundation for understanding the expectations of professional typography, layout and the role typography plays in creating dynamic, well designed documents for print and digital media. As a foundation course, students will explore the correct use of typographic elements, punctuation to properly typeset a variety of document types, as well as typography as an expressive component of successful design.

DES210 Design and Illustration I

Credit Hours: 3 Semester

Prerequisites: DES110

Type: Lecture/Studio

COURSE DESCRIPTION

This course explores the in-depth use of vector-based software tools in the creation of designs and illustrations. Students will examine techniques for hard-edged design and illustration styles and progress to more complex photo-realistic illustrations. Students will be introduced to the design and production of information graphics, web animations, and the repurposing of artwork for print and digital media.

DES212 Design and Illustration II

Credit Hours: 3 Semester

Prerequisites: DES110

Type: Lecture/Studio

COURSE DESCRIPTION

Students develop skills in the creation, acquisition, retouching and modification of pixel-based images and artwork. Students will explore the use of software tools to work with, enhance and manipulate digital images through various methods. Students will learn successful techniques for accurate color correction, image retouching, image enhancement, advanced image compositing, and proper file preparation for print and digital media.

DES220 Web Design I

Credit Hours: 3 Semester

Prerequisites: DES110

Type: Lecture/Studio

COURSE DESCRIPTION

The introduction to the fundamentals of website design. Students will use critical thinking to design web sites with an efficient navigational interface. Students will learn fundamentals of site construction using industry-standard web authoring tools and protocol such as HTML, CSS, and XML. Components of design such as typography, color, layout, and graphic file formats will be covered.

DES235 Typography and Publication Design

Credit Hours 3 Semester

Prerequisites DES135

Type Lecture/Studio

COURSE DESCRIPTION

This course concentrates on design and typographic topics, including critical thinking to achieve creative typography and communication design solutions, complex grid structures and multi-page layouts, preparing students for design work in print-based media. Students will develop and adhere to publication design schedules found in the industry.

DES240 Brand and Identity Design I

Credit Hours: 3 Semester

Prerequisites: DES210

Type: Lecture/Studio

COURSE DESCRIPTION

Students use the design process to analyze, research, create and produce logos and identity elements that meet specific client objectives. Special attention is given to the role of brand, and brand strategy in the development of a graphic identity. Students will gain a solid understanding of the role that identity elements play in marketing and building brand awareness.

DES311 Packaging and 3D Design I

Credit Hours: 3 Semester

Prerequisites: DES240

Type: Lecture/Studio

COURSE DESCRIPTION

Students will explore the creation of design outside the limitations of 2-dimensional space. Students will construct 3-dimensional forms, explore the effects of color and texture, and create projects that may include package design, environmental graphics, wayfinding systems and product design. This course builds on the concept of collaboration and teamwork where students work together to push creative boundaries.

DES312 Advanced Digital Illustration

Credit Hours: 3 Semester

Prerequisites: DES210

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This advanced course is intended for students wanting to expand their digital illustration techniques and fluency. Students will be required to utilize their drawing and sketching skills, expand on their knowledge of drawing and digital illustration tools, and explore a variety of styles and content in the creation of illustration projects that will be produced in digital form. Note: This is not a photo-centered course—students enrolling in this course should have intermediate to advanced drawing skills.

DES317 Advanced Publication Design

Credit Hours: 3 Semester
Prerequisites: DES235
Type: Lecture/Studio

COURSE DESCRIPTION

Students design and produce a variety of multi-page publication types (i.e., brochures, magazines and books). Students will learn narrative concepts of visual storytelling and photo editing to design content-rich documents utilizing grid systems and typographic standards. Students will also learn correct electronic prepress file preparation and exporting of documents for interactive digital media.

DES318 Digital Prepress

Credit Hours: 3 Semester
Prerequisites: DES235
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course covers the complex issues involved in producing a range of document types successfully when they must be printed using traditional offset lithography and commercial digital printing processes. Students will work through a series of projects that explore the relationships between different color spaces, color models and output devices. Students should become familiar with the limitations inherent within different reproduction systems, and gain an understanding of the technical solutions that will insure the best possible printed reproduction for a particular job. This course will also cover advanced color correction and preparation of images for reproduction. Technical discussions will cover proper file formats, bleeds, font issues, PDF settings, and bindery techniques

DES320 Web Design II

Credit Hours: 3 Semester
Prerequisites: DES220
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course expands on the fundamentals of website design. Students will use critical thinking to design web sites with an efficient navigational interface. Students will learn fundamentals of site construction using industry-standard web authoring tools and protocol such as HTML, CSS, and XML. Components of design such as typography, color, layout, and graphic file formats will be covered.

DES350 Advertising Design I

Credit Hours: 3 Semester
Prerequisites: DES240
Type: Lecture/Studio

COURSE DESCRIPTION

Students develop the skills and knowledge necessary for creating advertising for businesses, organizations, products and services. Students will use critical thinking to produce finished advertisements and campaigns for print, web and new media. Students will learn how to identify, develop and produce consistent and cohesive messages while developing skills for collaborating with colleagues and clients.

DES411 Packaging and 3D Design II

Credit Hours: 3 Semester

Prerequisite: DES311

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course builds on the concepts introduced in DGN311 Packaging and 3D Design I. Students will expand their understanding of the subject matter by constructing complex projects in 3-dimensional space. Students will work on a wide variety of projects that may include package designs, product designs, environmental graphics for exhibits, building interiors/exterior, signage and wayfinding systems.

DES415 Publication Lab

Credit Hours: 3 Semester

Prerequisite: DES317

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Students will be responsible for design, art direction and digital production of a large, complex publication, advertising, photo editing, and correct prepress file preparation. Students may also explore publication design and production for delivery on the internet and new media. Students will participate in collaborative teams to develop their inter-personal communication skills.

DES420 Web Design III

Credit Hours: 3 Semester

Prerequisites: DES320

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

An advanced course in the understanding of web site development utilizing contemporary software tools and industry protocol. Note: Due to the rapidly changing web development environment, specific material and content covered in this course may change to keep pace with current technology and trends.

DES440 Brand and Identity Design II

Credit Hours: 3 Semester

Prerequisite: DES240

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This advanced level course further expands a student's skill set in developing identity systems, collateral design, and advertising that give visual representation to businesses, institutions, organizations, events, and individuals. Attention will be given to the difference between identity and brand and how graphic design plays a role in each. Students will have the opportunity to work with a single client to develop a comprehensive design program and information system that is based on their individual set of circumstances. Design ideas will be based on research and the creation of a design brief. Students are expected to trace the development of their design program through a progression of steps from thumbnail sketches to finished comprehensive designs.

DES450 Design Lab I

Credit Hours: 3 Semester

Prerequisites: DES212

Type: Lecture/Studio

COURSE DESCRIPTION

Students will work in a design studio environment to complete comprehensive, advanced projects. Students will have the opportunity to focus on advanced topics related to their individual field of interest within the practice of graphic design, including (but not limited to) product/package design, identity and branding, web and new media, 3-

dimensional design, and research. A comprehensive approach to creating cohesive graphic imagery for projects across multiple delivery platforms will be emphasized.

DES451 Design Lab II

Credit Hours: 3 Semester

Prerequisites: DES450

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Students will work in a design studio environment to complete comprehensive, advanced projects. Students will have the opportunity to focus on advanced topics related to their individual field of interest within the practice of graphic design, including (but not limited to) product/package design, identity and branding, web and new media, 3-dimensional design, and research.

DES455 Advertising Lab

Credit Hours: 3 Semester

Prerequisite: DES250

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

An advanced advertising design course for students who anticipate going into advertising upon graduation. DGN455 Advertising Lab I is designed to give advanced, upper-division students an opportunity to work in an advertising agency environment to complete real-world projects. A faculty member will oversee the student-run "agency", while students perform the duties of agency account and creative staff.

DES456 Advanced Special Topics

Credit Hours: 3 Semester

Prerequisite: DES316

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Advanced and selected special topics in Graphic Design or related field developed to expand the serious design student's industry knowledge and skill set, and to focus on a topic that is relevant to practice in their field.

DES495 Design for New Media

Credit Hours: 3 Semester

Prerequisites: DES240

Type: Lecture/Studio

COURSE DESCRIPTION

This course introduces design students to the realm of new media. Students will work on projects designed to stimulate their creative thinking on how branding strategies and multi-platform marketing can be presented across a broad spectrum of media and content delivery systems including websites, networking sites, blogs, video forums, tablets and mobile devices.

Documentary

DCM170 Documentary Film Production I

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture/Lab

COURSE DESCRIPTION

A comprehensive introduction to documentary film production and post production of both MOS and sync sound projects. The course provides an overview of film language, narrative structure, cinematography, interview technique, pre-production, sound, and editing to support non-fiction and documentary filmmaking.

DCM171 Documentary Film Production I Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with DCM170

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken with DCM170 Documentary Film Production I. Editing, cinematography, and sound design strategies in the framework of documentary production are developed.

DCM270 Documentary Film Production II

Credit Hours: 3 Semester

Prerequisite: DCM170, PRO127

Type: Lecture/Lab

COURSE DESCRIPTION

A survey of documentary filmmaking, specifically geared towards directing, shooting, and editing short documentaries. This course emphasizes creative visual storytelling, field-production strategies, location sound, interviewing techniques and journalistic ethics through intensive hands-on production experiences.

DCM271 Documentary Film Production II Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with DCM270

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken with DCM270 Documentary Film Production II. Advanced editing and lighting strategies in the framework of documentary production are further developed.

DCM352 Directing and Producing the Documentary

Credit Hours: 3 Semester

Prerequisite: DCM270

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course focuses on the research, development, and preliminary production of a documentary subject through interviews, traditional research and practical investigations. Students will examine documentary styles, structure, story development and ethics while learning to direct and produce a 25 minute short documentary. Documentary projects begun in DCM352 will continue shooting and post production in DCM353 Advanced Documentary Post Production.

DCM353 Advanced Documentary Post Production

Credit Hours: 3 Semester

Prerequisite: DCM352

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students focus on the production and post-production of the documentary project developed in DCM352 Directing and Producing the Documentary. The emphasis is on the power and process of Documentary editing: style, structure, scene construction, character and story development. Additional shooting may be required to develop the story of the subject matter as it progresses through the post-production process.

DCM370 Advanced Documentary Film Projects

Credit Hours: 3 Semester

Prerequisite: DCM270

Type: Lecture/Lab

COURSE DESCRIPTION

An intensive workshop course focusing on advanced documentary storytelling strategies and techniques. Students will examine issues of documentary style, structure, film language, character development, and point of view. Students will produce, shoot and edit a 15-30 minute broadcast quality piece.

DCM371 Advanced Documentary Film Projects Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with DCM370

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken with DCM370 Advanced Documentary Film Projects. Advanced finishing strategies in the framework of documentary production are further developed.

Journalism

JOR201 Journalism I

Credit Hours: 3 Semester

Prerequisite: ENG101

Type: Lecture/Lab

COURSE DESCRIPTION

An introductory journalism course emphasizing fundamental reporting skills utilized by newsgathering media outlets. The course covers methods for gathering and reporting news, assessing news value, story research, story structure, credibility of information and news judgment.

JOR301 Journalism II

Credit Hours: 3 Semester

Prerequisite: JOR201

Type: Lecture/Lab

COURSE DESCRIPTION

A journalistic writing course with an emphasis on feature writing. The course presents styles of writing used in print and broadcast media and explains the skills and strategies to effectively write, revise, and evaluate those types of writings. Students have the opportunity to apply this knowledge through class assignments, which include feature articles and editorials.

Visual Journalism

VJN140 Visual Journalism I (Formerly PJN120)

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture/Lab

COURSE DESCRIPTION

An introduction to visual journalism that presents materials in basic photojournalism techniques, information gathering, captioning and the use of computer programs to interpret images. The emphasis throughout the class will be on visual journalism storytelling.

VJN141 Visual Journalism I Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with VJN140

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken concurrently with VJN140 Visual Journalism I. Digital asset management, digital enhancement techniques and workflow will be covered.

VJN150 Lighting for Visual Journalists (Formerly PJN150)

Credit Hours: 3 Semester

Prerequisite: VJN140

Type: Lecture/Lab

COURSE DESCRIPTION

An introduction to lighting for visual journalism students. Course content will include lighting techniques and the use of current software to effectively support story. Visual storytelling techniques using single and multiple light sources to create and exercise both control of the light sources and quality of light to enhance the subject will be explored.

VJN151 Understanding Light Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with VJN150

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken concurrently with VJN150 Understanding Light. Advanced methods of working with various software programs and workflow are covered.

VJN160 Audio Documentary (formerly PJN160)

Credit Hours: 3 Semester

Prerequisite: none

Type: Lecture/Lab

COURSE DESCRIPTION

Students will build on audio gathering and production skills for radio and Internet publication. In this course, students will produce audio documentaries in a journalistic environment. Interview techniques, writing for the ear, theater of the mind and working with audio in the field as journalists, from both ethical and practical standpoints, will be covered.

VJN161 Audio Documentary Lab

Credit Hours: 1.5 Semester

Prerequisite: taken concurrently with VJN160

Type: Lecture/Lab

COURSE DESCRIPTION

This lab, taken concurrently with VJN160 Audio Documentary, further explores sound recording techniques and post production within the framework of a journalistic environment, including both content creation and delivery.

VJN215 Global Storytelling I (formerly GBL215)

Credit Hours: 3 Semester
Prerequisite: Panel Review
Type: Lecture/Lab

COURSE DESCRIPTION-Elective

An Introductory international documentary storytelling requires students travel to another country to show a particular area of the world through their visual reporting. Students are encouraged to design projects in which the resulting documentary may change attitudes or affect society. The course is structured so half of the time is spent off campus shooting documentary photographs and video outside of the United States and half the time is spent on campus in post-production. Students selected to take VJN215 must take VJN216 Global Storytelling II concurrently.

VJN216 Global Storytelling II (formerly GBL216)

Credit Hours: 3 Semester
Prerequisite: Panel Review
Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students work with the pictures, audio, film and video footage they produce concurrently in the VJN215 Global Storytelling I course and create presentations suitable for a public audience. The outcomes may include an audio-visual show, a website, a DVD, a book, a print show and a film.

VJN240 Visual Journalism II (formerly PJN240)

Credit Hours: 3 Semester
Prerequisite: VJN150
Type: Lecture/Lab

COURSE DESCRIPTION

The advanced principles of making the full range of “news-worthy” photographs - from feature photos to general news - are covered in detail in this course. Current visual journalism trends and practices along with ethical and moral considerations in covering current events (local, national and international), freedom of the press, and the public’s right to know are also major topics addressed during the course.

VJN260 Web for Visual Journalists (formerly PJN260)

Credit Hours: 3 Semester
Prerequisite: VJN240
Type: Lecture/Lab

COURSE DESCRIPTION

The introduction of students to practical applications visual journalists use for creating and maintaining an online presence. Students will construct websites using webpage production tools, content management systems and basic HTML. Development of logical and efficient site structure, workflow, file formats and design considerations will be covered. Students will also analyze and incorporate online tools, such as blogs, social networking and archives used by visual journalists and media outlets for reporting news and generating site traffic.

VJN280 Picture Story (formerly PJN280)

Credit Hours: 3 Semester
Prerequisite: VJN240
Type: Lecture/Lab

COURSE DESCRIPTION

The development and producing of socially relevant in-depth projects by students. The approach emphasized will use classic photojournalism picture story methods and skills to tell the story at length. The use of multiple single photographs and multimedia are presentation forms used in the class for visual storytelling.

VJN285 Photojournalistic Portraits (formerly PJN285)**Credit Hours:** 3 Semester**Prerequisite:** VJN340**Type:** Lecture/Lab**COURSE DESCRIPTION-Elective**

The course will emphasize capturing storytelling environmental portraits and the use of advanced lighting skills in photojournalism portraiture. Photographing in relevant environmental locations, students will capture posed and candid portraits of their subject for strong storytelling images. The methods and skills used in class will produce portfolio quality images of the caliber needed for editorial publication.

VJN290 Sports Photojournalism (formerly PJN290)**Credit Hours:** 3 Semester**Prerequisite:** VJN240**Type:** Lecture/Lab**COURSE DESCRIPTION-Elective**

This course will focus on capturing the storytelling moments of organized competitive sports events for the editorial market. Topics covered in the course include research methods when preparing for event coverage, equipment needs, pre and post-game workflow, editing under deadline pressure and working as a team for complete coverage of the sports event.

VJN292 Advanced Lighting for Visual Journalists (formerly PJN292)**Credit Hours:** 3 Semester**Prerequisite:** VJN240**Type:** Lecture/Lab**COURSE DESCRIPTION**

An emphasis on advanced lighting techniques, theories and application of light control in multiple and varied environments that visual journalists encounter. Accurate and methodical use of lighting techniques with multiple sources of lighting equipment that will enhance visual storytelling is emphasized.

VJN295 Photo Essay (formerly PJN295)**Credit Hours:** 3 Semester**Prerequisite:** VJN280**Type:** Lecture/Lab**COURSE DESCRIPTION-Elective**

This course will emphasize the production of issue driven visual stories and photographic essays. Topics covered in this course include: research methods, idea generation, editing for a sense of flow and continuity, enhancing and expanding interpersonal relationship skills, working solo in the field, in-field time management.

VJN340 Visual Journalism III (formerly PJN299)**Credit Hours:** 3 Semester**Prerequisite:** VJN260**Type:** Lecture/Lab**COURSE DESCRIPTION**

The course materials present advance visual journalism ethics and practices including storytelling skills with an emphasis on community coverage, through photojournalism and multimedia assignments. Students create a portfolio that must pass a review prior to continuing Upper Division coursework.

VJN380 Picture Editing (formerly PJN380)**Credit Hours:** 3 Semester**Prerequisite:** VJN340**Type:** Lecture/Lab**COURSE DESCRIPTION**

The emphasis of this course is the editing process in a journalistic environment. Students will shoot pictures; write stories, and package information for use in editorial publications. Newsroom management, teamwork, production schedules and ethical considerations will be factored into the editing process. Topics covered in this class include single image editing, multiple image editing, copyediting, headline writing, page layout and editorial production. A final in-depth picture project will be presented with multiple edits.

VJN388 Domestic Documentary (formerly PJN288)**Credit Hours:** 3 Semester**Prerequisite:** VJN340**Type:** Lecture/Lab**COURSE DESCRIPTION-Elective**

Students travel within the U.S. to a pre-determined location to tell stories with the tools of visual storytelling that portray the human condition. Students are encouraged to design storytelling projects in which the resulting media may change attitudes or affect society in some way.

VJN415 International Documentary I (formerly GBL415)**Credit Hours:** 3 Semester**Prerequisite:** Panel Review**Type:** Lecture/Lab**COURSE DESCRIPTION-Elective**

Students in this advanced international documentary course travel to another country to tell stories with an advanced set of tools for visual storytelling. Students are encouraged to design projects in which the resulting documentary may change attitudes or affect society. The course is structured so half the time is spent off campus shooting documentary photographs and video outside of the United States and half the time is in post production. Students selected to take VJN415 must take the VJN416 International Documentary II concurrently.

VJN416 International Documentary II (formerly GBL416)**Credit Hours:** 3 Semester**Prerequisite:** Panel Review**Type:** Lecture/Lab**COURSE DESCRIPTION-Elective**

In this advanced course students are expected to take leadership roles in working with the pictures, audio, film and video footage they produce concurrently in the VJN415 International Documentary I course and create multimedia presentations suitable for a public audience. The outcomes may include an audio-visual show, a website, a DVD, a book, a print show and a film.

VJN421 News Photojournalism (formerly PJN421)**Credit Hours:** 3 Semester**Prerequisite:** VJN340**Type:** Lecture/Lab**COURSE DESCRIPTION-Elective**

This advanced course explores, the nuances and complexities of covering spot, general and issue news as a photojournalist. The course also provides students a better understanding of what *news value* is, which will assist the student in understanding the importance of covering news ethically as journalists.

VJN426 Social Journalism (formerly PJN426)**Credit Hours:** 3 Semester**Prerequisite:** VJN340**Type:** Lecture/Lab**COURSE DESCRIPTION-Elective**

Students have the opportunity to develop an approach to visual journalism as social documentary. Students will analyze written texts and visual works from contemporary practitioners of social documentary projects. Students will work on multimedia documentary projects that tell stories of social relevance in the community.

Advertising**ADR231 Fashion Photography I****Credit Hours:** 3 Semester**Prerequisite:** PTT270 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM**Type:** Lecture/Studio**COURSE DESCRIPTION-Elective**

This advanced elective develops the student's process of producing and executing a professional fashion shoot. Students have the opportunity to work with amateur and professional models, professional hair/makeup artists, and professional wardrobe stylists as part of a creative team. Specific attention is paid to lighting and processing techniques unique to contemporary fashion photography.

ADR291 Art Directors Point of View**Credit Hours:** 3 Semester**Prerequisite:** PTT270 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM**Type:** Lecture/Studio**COURSE DESCRIPTION-Elective**

This course presents the skills of concept, composition, and design of the advertising photograph by introducing the techniques of creating a photograph with knowledge of how the viewer will respond to the image. The importance of color, value relationships, line and tone is stressed. Course activities involve an integration of photography, typography and graphic design using various media with photography. The importance of meeting a client's specific needs and expectations is stressed.

ADR322 Advertising Photo Concepts**Credit Hours:** 3 Semester**Prerequisite:** PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM**Type:** Lecture/Studio**COURSE DESCRIPTION-Elective**

Students concentrate on conceptual problem solving for advertising. Emphasis is placed on meeting a client's needs and expectations. Special attention is focused on big set production including set building, pricing, invoicing and delivery.

ADR376 Automotive Photography (formally ADV272)**Credit Hours:** 3 Semester**Prerequisite:** PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM**Type:** Lecture/Studio

COURSE DESCRIPTION-Elective

The student develops the fundamentals of automotive photography including lighting techniques, location shooting, and car preparation techniques. Students also visit top ranked automotive photographers and art directors to discuss their work in this field. Field trips to an automotive photography studio and a class shoot on location emphasize proper production and job cost procedures.

ADR415 Beauty/Glamour Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course is designed to produce a professional-level beauty portfolio appropriate for the advertising and editorial markets in fashion, beauty, glamour, and cosmetics. Topics covered include understanding the audience demographics; importance of pre- production; specialized lighting techniques; cost analysis; marketing in this field; and understanding the stylistic approaches in the contemporary beauty photography genre. Post-production techniques presented will focus on preparing images that meet the high standards for publication in this field.

ADR422 Advanced People Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION- Elective

Students produce a professional-level *people* portfolio with the kind of diversity that illustrates conceptual sophistication coupled with the simplicity of dynamic impact. Photographing people for advertising involves many elements from pre-production to specialized lighting situations. Emphasis is placed on dealing with talent agencies, hair/make-up artists, photo-styling, working with legal contracts and developing directing and motivational skills. These situations are explored by combining creativity enhancement assignments with real-world hands on experience.

ADR470 Food Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course engages students in the production of quality food photography in an authentic professional environment. Topics include the areas of hot and cold foods, location and studio set-ups, and advertising and editorial differences. The workings of the food studio and the interaction between photographer and food stylist are presented through lecture and studio demonstration. Emphasis is given to research, preproduction and cost analysis that would prepare the student to meet the highest industry standards. Guest lectures with specialties in food photography are planned.

Commercial

CMO221 In-Water Photography

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course introduces students to the production of images in the underwater environment. The theory of light underwater, underwater lighting tools, and close-up photography techniques are all taught during a series of lectures, pool sessions and sea trips. Specialized equipment choices, techniques, and maintenance are presented through lectures and demonstrations and practical experience gained through assignments in wet environments. Course participants are not required to hold scuba certification but those who wish to scuba dive must possess advanced scuba certification. An excursion fee is required for this course.

CMO225 Natural History Photography

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

The testing and evaluation of specialized photo equipment and techniques used in natural history photography are presented through lectures, demos and field trips to local and regional wilderness areas. Students are introduced to ethical photographic practices, working with live subjects, and photographic design through presentations and assignments in the natural world. Business topics covering freelance marketing, fine art, and commercial assignments are presented and discussed during lectures.

CMO270 Travel Photography

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Techniques and marketing of leisure travel photography for students who wish to make travel photography a major component of their professional career. Topics covered include: preparation for the travel photo assignment; techniques for photographing people, activities, food, architecture, cities and landscapes; equipment choices for travel photography; the business of assignments and stock in the travel market; editing and preparing submissions; and travel skills.

CMO295 Stock Photography

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This comprehensive course covers the business and production of stock photography. Assignments are based on interpreting the needs of stock photo clients and how to create conceptual images that solve problems for the

buyers of images. Additional topics include stock agencies and portals, marketing techniques, key wording, presentation and distribution of submissions, and the business of stock.

CMO323 Scientific Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This is an introductory course to the broad field of scientific imaging. This course covers the special techniques necessary to utilize photography as a tool for the scientist and researcher. Emphasis is placed on recording effects that are normally invisible to the human eye. Special optical apparatus as well as common instruments such as the microscope and telescope are coupled to the camera in order to extend human vision.

CMO364 Video for Photographers (Formally CMM262)

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This is an introduction to video production with strong emphasis on pre-production, camera handling, sound, graphics and editing. Students will be introduced to HD video cameras and VSLR's (video still camera hybrids) and the postproduction tools and techniques required of each to produce finished films and multimedia projects.

CMO372 Action Sports Photography (Formally CMM275)

Credit Hours: 3 Semester Hours

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This comprehensive course covers the techniques, production, equipment, and marketing of action and adventure sports photography for editorial, advertising and stock clients. Topics covered will apply to all sports photography. Subjects and examples will emphasize action and adventure sports. Topics covered include: essential exposure, focusing, and camera handling techniques; equipment for sports photography (including telephoto lenses, specialized equipment, and remote cameras); safety; covering the event over which you have no control vs. the event which you can control; extreme shooting conditions; and professional practices (locations, model releases, editing, captioning, and submissions).

CMO374 Lifestyle Photography (Formally CMM296)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

The techniques and marketing of lifestyle photography for students who wish to incorporate lifestyle photography into their professional career. Topics covered include: identification of the different markets of leisure, business, stock and catalog usage; photography techniques using a wide range of lifestyle subjects; building production teams, pre- production forms and storyboarding; matching models, wardrobe and location for message continuity;

development of editing skills and marketing strategies for both assignment and stock clients.

CMO424 Stop-Action Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course introduces the special equipment and techniques necessary to reveal, study and photograph motion. Events that occur too fast for the eye to see are slowed or frozen with the camera, allowing them to be analyzed. Conversely, events that move too slowly to be noticed can be accelerated and made apparent with methods introduced in this course.

CMO425 Imaging Time

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, or VJN292 for VJ, or DES300 for GD, or FLM117 for Film

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Students manipulate time through the use of specialized camera and editing techniques. Slow-motion shots can add emphasis and emotion to a video production. High-speed video capture can reveal events for scientific and engineering studies. Advanced time-lapse techniques can compress time. The methods covered in this course add a range of tools for enhancing the communication of our visual expressions.

Media

MDA351 Layout and Design

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES110 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course concentrates on the use of the computer as an illustration and page layout tool. Students will engage in in-depth work with page layout and ancillary software programs, with the goal of creating layouts to accompany photographs in a final page design. The course introduces students to work in print-based and electronic media. The layout and design skills covered provide a strong foundation for work in print advertising, magazine and book layout, multimedia, web or other forms of visual presentation.

MDA362 Photo-Rich Multimedia

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course engages students in advanced skills necessary to navigate and take advantage of creating engaging multimedia projects. Focus is placed on the creative process in making photo-rich projects. Students will gain necessary skills for storyboarding, executing and launching projects.

MDA373 Creative Digital Imaging

Credit Hours: 3 Semester

Prerequisite: PTT262

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Advanced techniques in the usage of image editing software to create creative color and effects. The focus will be on working with color, tone and specialized techniques in order to create stylized, vibrant and commercially viable images. Specific techniques will be taught to accomplish varying projects.

MDA375 HDRI/CGI Methods

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course is an introduction to High Dynamic Range Imaging (HDRI) and Computer Generated Imaging (CGI) as used in automotive and other types of advertising photography. The course introduces students to the basics of the digital capture of high dynamic range images and the compositing techniques of HDR images with CAD files of cars and other products in 3D rendering software. An additional fee is required to cover specialized software and hardware requirements specific to this course.

MDA380 Digital Retouching

Credit Hours: 3 Semester

Prerequisite: PTT214

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course emphasizes advanced techniques in the use of image editing software to retouch digital images. Emphasis will be placed on the use of precision tools and the understanding of the subtleties of good facial retouching. Students will also explore image restoration and retouching of product and architectural images.

MDA384 Digital Compositing

Credit Hours: 3 Semester

Prerequisite: PTT214

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course emphasizes advanced techniques in the use of image editing software to create image composites. The focus will be on the workflow beginning with concept through to completion of single images created from photographing, editing, color correcting and compositing individual elements. Techniques will be taught using different applications appropriate to achieving the desired results.

MDA392 Media and Marketing

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course engages students in advanced skills necessary to navigate and take advantage of new media, online and mobile marketing. In particular, the course will focus on building an effective, cohesive, and well-rounded marketing plan that will be implemented throughout a network of sources. Students will learn how to leverage new media to build stronger branding and client rapport. Emphasis will be placed on social networking, branding, marketing and media.

MDA432 Advanced Web Design

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course engages students in advanced skills necessary to create and launch commercially competitive and multifaceted web based marketing campaigns. Students explore how to work with developing a brand across multiple platforms and how to implement advanced technological solutions to make the brand cohesive and compelling. Emphasis is focused on creating and customizing an online portfolio using various CMS (content management systems) tools.

Portraiture

PRT252 Intermediate Portrait Methods

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Control, execution, and an understanding of a variety of styles and subject matters will be covered in depth in this course with emphasis on posing, styling, and use of props. Artistic and technical principles will be applied to a more complex series of subjects and situations adding children and groups to the repertoire. Assignments will cover classic, contemporary and pictorial styles for both studio and environmental portraiture and window light. Professional business practices will be introduced along with further techniques in retouching and print enhancement.

PRT310 Wedding/Event Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course is an introduction to professional wedding and event photography and emphasizes the process of image design for individuals, couples and groups, packaging, sales, marketing and presentation. The course presents both traditional and contemporary approaches to wedding/event photography, covering candid situations with a photojournalistic style. Assignments should generate images for presentation in the form of a wedding album portfolio.

PRT375 Celebrity Portraiture (Formally POR290)

Credit Hours: 3 Semester Hours

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course introduces students to the world of Celebrity Photography. Students should learn the process of how to get into the celebrity photography market, including understanding the process of getting, producing and executing a professional celebrity photo shoot. The course introduces students to working with celebrity publicists, managers and agents, as well as magazine editors, photo editors and art directors. Attention is given to working with creative team members including makeup artists, wardrobe stylists, hair stylists and prop stylists. Specific attention is paid to developing one's own personal style, lighting techniques, camera choices and format choices. Students are subjected to both studio and location environments.

Bachelor of Fine Arts in Graphic Design

Mission

The **Graphic Design** Program provides an intensive learning environment that challenges students to be globally aware, creative, collaborative and adaptive. Students combine traditional design strategies and emerging technology to problem solve with creative solutions for a broad range of media applications. The Graphic Design Program uses hands-on, project-based learning to help students gain a strong understanding of individual course goals while demonstrating tangible, measurable outcomes. Projects are specifically designed to reflect 'real-world' scenarios and build on the student's level of knowledge while fostering an understanding of the material and professional expectations.

Program DESCRIPTION

The 120 semester credit **Bachelor of Fine Arts in Graphic Design** prepares students for a broad range of career paths within the field of design including both traditional design and new media. The program consists of 63 semester credits of core coursework which includes internships opportunities, developing both technical skills and the creative problem-solving methodologies required for the industry and 12 semester credits in business courses designed to cover business practices within the industry and to foster a strong commitment to creativity, professionalism, ethics and enterprise. Students are exposed to photography, visual journalism, film and video in cross platform curriculum. In addition, students take 45 semester credits in general education

Upon Completion of the Graphic Design Program, students will be able to:

- Explore, identify, research and analyze a variety of diverse communication problems. (Adept)
- Understand fundamental design elements, principles and theories to complete an effective outcome. (Adept, Visual Literacy)
- Use critical thinking to achieve creative typography and communication. (Problem Solver, communication)
- Demonstrate technical proficiency. (Adept)
- Problem-solve and create complex web projects that include a variety of technologies and imaging solutions. (Problem Solver)
- Communicate both verbally and in writing to present creative and effective business communication. (Communicate)
- Demonstrate skills for collaboration with both colleagues and clients. (Collaboration)
- Demonstrate Ethics and Integrity. (Ethics)
- Exhibit time and financial management skills to meet project parameters. (Ethics, Adept)

Core Requirements		Credits
ART303	History of Design	3
DES100	Drawing for Designers	3
DES110	Fundamentals of Digital Design	3
DES114	Visual Design	3
DES135	Fundamentals of Typography	3
DES210	Design and Illustration I	3
DES212	Design and Illustration II	3
DES220	Web Design I	3
DES235	Typography and Publication Design	3
DES240	Brand and Identity Design I	3

DES300	Photography and Video for Designers	3
DES311	Packaging and 3D Design I	3
DES317	Advanced Publication Design	3
DES350	Advertising Design	3
DES450	Design Lab I	3
DES475	Portfolio and Senior Seminar	3
DES495	Design for New Media	3

Total	51
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Business Requirements

BUS101	Intro to Business	3
BUS201/281	Accounting	3
BUS302/382	Business Law	3
BUS301	Marketing	3

Total	12
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Electives

ELEXXX	Elective	3
ELEXXX	Elective	3
ELEXXX	Elective	3
ELEXXX	Elective	3

Total	12
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General Education

ENG101	English Composition	3
ENG201	Advanced English Composition	3
ENGELE	300 Level ENG Elective	3
HUM101	Introduction to Humanities	3
HUM210	Art History	3
HUMELE	200 Level HUM Elective	3
HUMELE	300/400 Level HUM Elective	3
HUMELE	300/400 Level HUM Elective	3
MAT101	College Mathematics	3
SOC100	Public Speaking	3
SOCELE	100/200 Level SOC Elective	3
SOC300	Business and Professional Communication	3
SOCELE	300/400 Level SOC Elective	3
SOCELE	300/400 Level SOC Elective	3
SCI200	Science	3

Total	45
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Total Semester Credits	120
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1st Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
DES100	Drawing for Designers	None	3	4	L/S
DES110	Fundamentals of Digital Design	None	3	4	L/S
DES114	Visual Design	None	3	4	L/S
ENG101	English Composition	ENG099/ACCUP	3	3	L
MAT101	College Mathematics	MAT099/ACCUP	3	3	L
Total			15	18	
2nd Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
DES135	Fundamentals of Typography	DES110	3	4	L/S
DES210	Design and Illustration I	DES110	3	4	L/S
BUS101	Intro to Business	MAT101	3	3	L
HUM101	Introduction to Humanities	None	3	3	L
SOC100	Public Speaking	None	3	3	L
Total			15	17	
3rd Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
DES212	Design and Illustration II	DES110	3	4	L/S
DES220	Web Design I	DES110	3	4	L/S
DES235	Typography & Publication Design	DES135	3	4	L/S
HUM210	Art History	None	3	3	L
ENG201	Advanced English Composition	ENG101	3	3	L
Total			15	14	
4th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
DES300	Photography and Video for Designers	DES110	3	4	L/S
DES240	Brand and Identity Design I	DES210	3	4	L/S
BUS201/281	Accounting	BUS101	3	3	L
HUMELE	200 Level HUM Elective	HUM101	3	3	L
SCI200	Science	MAT101	3	3	L
Total			15	17	
5th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
DES311	Packaging and 3D Design I	DES240	3	4	L/S
DES317	Advanced Publication Design	DES110	3	4	L/S
ART303	History of Design	none	3	3	L

BUS302/382	Business Law	BUS101	3	3	L
SOCELE	100/200 Level SOC Elective	SOC100	3	3	L
	Total		15	17	
6th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
DES350	Advertising Design	DES240	3	4	L/S
DESELE	Elective		3	4	L/S
BUS301	Marketing	BUS101	3	3	L
SOC300	Business & Professional Communication	SOC100, BUS101	3	3	L
ENGELE	300 Level ENG Elective	ENG201	3	3	L
	Total		15	17	
7th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
DES475	Portfolio and Senior Seminar	DES240	3	4	L/S
DESELE	Elective		3	4	L/S
DES450	Design Lab I	DES212	3	4	L/S
SOCELE	300/400 Level SOC Elective		3	3	L
HUMELE	300/400 Level HUM Elective		3	3	L
	Total		15	18	
8th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
DES495	Design for New Media	DES240	3	4	L/S
ELEXXX	Elective		3	4	L/S
ELEXXX	Elective		3	4	L/S
HUMELE	300/400 Level HUM Elective		3	3	L
SOCELE	300/400 Level SOC Elective		3	3	L
	Total		15	18	

BFA in Graphic Design Course Descriptions

ART

ART303 History of Design

Credit Hours: 3 Semester

Prerequisites: None

Type: Lecture

COURSE DESCRIPTION

This course examines the history of design through the analysis of meaning, theory, and process. Students will analyze the works of major designers and significant cultural trends, with a focus on technical and stylistic

innovation. Students will use critical analysis of styles to create interpretive design projects. Social and scientific advances' related to the development of design will be analyzed.

Business

BUS101 Introduction to Business

Credit Hours: 3 semester

Prerequisite: MAT101

Type: Lecture

COURSE DESCRIPTION

This is the foundational course for the business module. The course introduces students to the functional areas of business, such as accounting, finance, marketing and management. Students will have the opportunity to learn about the forms of business organization, small business ownership and operating in global economy. Particular attention is given to the importance of planning and the critical components of business plans, including selecting the appropriate business form, analysis of potential markets, the assessment of start-up costs and income projection.

BUS201 Accounting

Credit Hours: 3 semester

Prerequisite: BUS101

Type: Lecture

COURSE DESCRIPTION

This course covers the principles of accounting depicting the flow of money through a business. The complete accounting cycle is introduced and developed including the journalizing and posting transaction, preparation of financial statements and payroll.

BUS281 Accounting Online(formerly ACC282)

Credit Hours: 3 Semester

Prerequisite: BUS101

Type: Lecture

COURSE DESCRIPTION

This is an online course in which students can obtain a general knowledge of accounting depicting the flow of money through a business. A complete accounting cycle is studied including journalizing and posting transactions, preparation of financial statements, inventories, assets, and payroll.

BUS301 Marketing

Credit Hours: 3 Semester

Prerequisite: BUS101

Type: Lecture

COURSE DESCRIPTION

This course focuses on developing student skills to successfully understand today's business world in an increasingly competitive and rapidly changing business environment in understanding marketing concepts. Attention is given to creating a marketing plan, researching and identifying target markets, client development, networking potential opportunities (domestic and international), designing effective self-branding presentations, while improving business presentations as creative professionals.

BUS302 Business Law

Credit Hours: 3 Semester

Prerequisites: BUS101

Type: Lecture

COURSE DESCRIPTION

This course introduces students to basic principles of jurisprudence and to the United States legal system. Students examine those laws that impact business activities, which include laws pertaining to contracts, corporations and business organizations, employment and agency, property and intellectual property (patents, trademarks, trade secrets, and copyrights). Specific attention is given to legal issues related to the visual arts, such as cyber law, copyright, privacy rights and First Amendment rights.

BUS382 Business Law Online (formerly BUS431)

Credit Hours: 3 Semester

Prerequisites: BUS101

Type: Lecture

COURSE DESCRIPTION

This is an informative survey of various aspects of business operations and laws that impact how business activities are conducted. Specific attention is given to issues related to the visual arts, such as trademark, patent and intellectual property issues. Additional topics include the legal system, tort theory, contracts, credit and collection laws, business options, agency, liability, employment and government.

Design

DES100 Drawing for Designers

Credit Hours: 3 Semester

Prerequisites: None

Type: Lecture/Studio

COURSE DESCRIPTION

Students develop the drawing and conceptual rendering skills for designers and filmmakers. This course provides a comprehensive foundation in basic design principles including utilization of the 'design process' to create effective solutions. Course covers the fundamentals of drawing including line, form, shape, volume, and perspective. Special attention will be given to using the medium of drawing to communicate visual ideas through sketching and storyboarding.

DES110 Fundamentals of Digital Design

Credit Hours: 3 Semester

Prerequisites: None

Type: Lecture/Studio

COURSE DESCRIPTION

Students focus on the use of specific, industry standard software for the exploration of design principles as they relate to the traditional printed page and emerging new media. Coursework introduces students to the software tools used to produce illustrations, retouch and manipulate photographs and design layouts for both print and new media.

DES114 Visual Design

Credit Hours: 3 Semester

Prerequisites: None

Type: Lecture/Studio

COURSE DESCRIPTION

Introduction to the ideas, methodologies, principles, and skills that comprise a common knowledge base important to all design disciplines. The focus will be on understanding the biological, psychological and neurological elements involved in the art of seeing, with an emphasis on esthetic issues important to the professional visual communicator. Through analysis and hands-on exercises, students will explore visual elements of two and three dimensional form, space, and color.

DES135 Fundamentals of Typography

Credit Hours: 3 Semester
Prerequisites: DES110
Type: Lecture/Studio

COURSE DESCRIPTION

Students develop a basic foundation for understanding the expectations of professional typography, layout and the role typography plays in creating dynamic, well designed documents for print and digital media. As a foundation course, students will explore the correct use of typographic elements, punctuation to properly typeset a variety of document types, as well as typography as an expressive component of successful design.

DES210 Design and Illustration I

Credit Hours: 3 Semester
Prerequisites: DES110
Type: Lecture/Studio

COURSE DESCRIPTION

This course explores the in-depth use of vector-based software tools in the creation of designs and illustrations. Students will examine techniques for hard-edged design and illustration styles and progress to more complex photo-realistic illustrations. Students will be introduced to the design and production of information graphics, web animations, and the repurposing of artwork for print and digital media.

DES212 Design and Illustration II

Credit Hours: 3 Semester
Prerequisites: DES110
Type: Lecture/Studio

COURSE DESCRIPTION

Students develop skills in the creation, acquisition, retouching and modification of pixel-based images and artwork. Students will explore the use of software tools to work with, enhance and manipulate digital images through various methods. Students will learn successful techniques for accurate color correction, image retouching, image enhancement, advanced image compositing, and proper file preparation for print and digital media.

DES220 Web Design I

Credit Hours: 3 Semester
Prerequisites: DES110
Type: Lecture/Studio

COURSE DESCRIPTION

This course is the introduction to the fundamentals of website design. Students will use critical thinking to design web sites with an efficient navigational interface. Students will learn fundamentals of site construction using industry-standard web authoring tools and protocol such as HTML, CSS, and XML. Components of design such as typography, color, layout, and graphic file formats will be covered.

DES235 Typography and Publication Design

Credit Hours: 3 Semester
Prerequisites: DES135
Type: Lecture/Studio

COURSE DESCRIPTION

This course concentrates on design and typographic topics, including critical thinking to achieve creative typography and communication design solutions, complex grid structures and multi-page layouts, preparing students for design work in print-based media. Students will develop and adhere to publication design schedules found in the industry.

DES240 Brand and Identity Design I

Credit Hours: 3 Semester

Prerequisites: DES210

Type: Lecture/Studio

COURSE DESCRIPTION

Students use the design process to analyze research, create and produce logos and identity elements that meet specific client objectives. Special attention is given to the role of brand, and brand strategy in the development of a graphic identity. Students will gain a solid understanding of the role that identity elements play in marketing and building brand awareness.

DES300 Photography and Video for Designers

Credit Hours: 3 Semester

Prerequisites: DES110

Type: Lecture/Studio

COURSE DESCRIPTION

Students develop the photographic knowledge and skill set necessary for the graphic designer. Students will explore photography as a means to research, gather, and document visual information, as well as how to work with professional photographers and art direct photo shoots. Students will also learn basic concepts for video production for web applications.

DES350 Advertising Design I

Credit Hours: 3 Semester

Prerequisites: DES240

Type: Lecture/Studio

COURSE DESCRIPTION

Students develop the skills and knowledge necessary for creating advertising for businesses, organizations, products and services. Students will use critical thinking to produce finished advertisements and campaigns for print, web and new media. Students will learn how to identify, develop and produce consistent and cohesive messages while developing skills for collaborating with colleagues and clients.

DES311 Packaging and 3D Design I

Credit Hours: 3 Semester

Prerequisites: DES240

Type: Lecture/Studio

COURSE DESCRIPTION

Students will explore the creation of design outside the limitations of 2-dimensional space. Students will construct 3-dimensional forms, explore the effects of color and texture, and create projects that may include package design, environmental graphics, wayfinding systems and product design. This course builds on the concept of collaboration and teamwork where students work together to push creative boundaries.

DES317 Advanced Publication Design

Credit Hours: 3 Semester

Prerequisites: DES235

Type: Lecture/Studio

COURSE DESCRIPTION

Students design and produce a variety of multi-page publication types (i.e., brochures, magazines and books). Students will learn narrative concepts of visual storytelling and photo editing to design content-rich documents utilizing grid systems and typographic standards. Students will also learn correct electronic prepress file preparation and printing of documents for interactive digital media.

DES450 Design Lab I

Credit Hours: 3 Semester
Prerequisites: DES212
Type: Lecture/Studio

COURSE DESCRIPTION

Students will work in a design studio environment to complete comprehensive, advanced projects. Students will have the opportunity to focus on advanced topics related to their individual field of interest within the practice of graphic design, including (but not limited to) product/package design, identity and branding, web and new media, 3-dimensional design, and research. A comprehensive approach to creating cohesive graphic imagery for projects across multiple delivery platforms will be emphasized.

DES475 Portfolio and Senior Seminar

Credit Hours: 3 Semester
Prerequisites: DES240
Type: Lecture/Studio

COURSE DESCRIPTION

The capstone course for the Bachelor of Fine Arts degree in Graphic Design concentrates on three key outcome areas that prepare students for their entrance into the industry. Students are required to prepare a final portfolio of work. Students design and produce a variety of marketing, self-promotion and standard employment documents. Students will formulate a "plan of action" which will include researching potential employers, salary ranges, and job listings. Interviewing skills, and portfolio presentation techniques, and business practices relevant to the design industry will be evaluated for mastery.

DES495 Design for New Media

Credit Hours: 3 Semester
Prerequisites: DES240
Type: Lecture/Studio

COURSE DESCRIPTION

This course introduces design students to the realm of new media. Students will work on projects designed to stimulate their creative thinking on how branding strategies and multi-platform marketing can be presented across a broad spectrum of media and content delivery systems including websites, networking sites, blogs, video forums, tablets and mobile devices.

Electives

Art

FLM102 History of Film (Formerly ART302)

Credit Hours: 3 Semester Hours
Prerequisite: None
Type: Lecture

COURSE DESCRIPTION

This course examines the value and purpose and history of film from a variety of aesthetic, historical, sociological, and philosophical perspectives with the intent of developing an understanding and aesthetic appreciation for the cinema. Students will research and discuss selected film genres, styles, techniques, and meanings across various cultures and times.

ART122 History of Photography (Formally ART301)

Credit Hours: 3 Semester Hours

Prerequisite: NONE

Type: Lecture

COURSE DESCRIPTION

This course will trace rise of image making from the beginning of the 19th century to the present. The interrelationship of technology, medium, process and aesthetics will be explored; and the implications and consequences of an increasingly image-dense society will be discussed. The concept of “seeing” and the barriers to seeing clearly will be covered. The requirement of any image-maker to be alert and attentive to the environment around them – social, economic, political and cultural, as well as physical – will be woven throughout the course.

Design

DES312 Advanced Digital Illustration

Credit Hours: 3 Semester

Prerequisites: DES210

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This Advanced course is intended for students wanting to expand their digital illustration techniques and fluency. Students will be required to utilize their drawing and sketching skills, expand on their knowledge of drawing and digital illustration tools, and explore a variety of styles and content in the creation of illustration projects that will be produced in digital form. Note: This is not a photo-centered course—students enrolling in this course should have intermediate to advanced drawing skills.

DES316 Special Topics

Credit Hours: 3 Semester

Prerequisite: DES212

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Selected special topics in Graphic Design or related field developed to expand the serious design student’s industry knowledge and skill set, and to focus on a topic that is relevant to practice in their field.

DES318 Digital Prepress

Credit Hours: 3 Semester

Prerequisites: DES235

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course covers the complex issues involved in producing a range of document types successfully when they must be printed using traditional offset lithography and commercial digital printing processes. Students will work through a series of projects that explore the relationships between different color spaces, color models and output devices. Students should become familiar with the limitations inherent within different reproduction systems, and gain an understanding of the technical solutions that will insure the best possible printed reproduction for a particular job. This course will also cover advanced color correction and preparation of images for reproduction. Technical discussions will cover proper file formats, bleeds, font issues, PDF settings, and bindery techniques

DES320 Web Design II

Credit Hours: 3 Semester

Prerequisites: DES220

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course expands on the fundamentals of website design. Students will use critical thinking to design web sites with an efficient navigational interface. Students will learn fundamentals of site construction using industry-standard web authoring tools and protocol such as HTML, CSS, and XML. Components of design such as typography, color, layout, and graphic file formats will be covered.

DES411 Packaging and 3D Design II

Credit Hours: 3 Semester

Prerequisite: DES311

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course builds on the concepts introduced in DES311 Packaging and 3D Design I. Students will expand their understanding of the subject matter by constructing complex projects in 3-dimensional space. Students will work on a wide variety of projects that may include package designs, product designs, environmental graphics for exhibits, building interiors/exterior, signage and wayfinding systems.

DES415 Publication Lab

Credit Hours: 3 Semester

Prerequisite: DES317

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Students will be responsible for design, art direction and digital production of a large, complex publication, advertising, photo editing, and correct prepress file preparation. Students may also explore publication design and production for delivery on the internet and new media. Students will participate in collaborative teams to develop their inter-personal communication skills.

DES420 Web Design III

Credit Hours: 3 Semester

Prerequisites: DES320

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

An advanced course in the understanding of web site development utilizing contemporary software tools and industry protocol. Note: Due to the rapidly changing web development environment, specific material and content covered in this course may change to keep pace with current technology and trends.

DES440 Brand and Identity Design II

Credit Hours: 3 Semester

Prerequisite: DES240

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This advanced level course further expands a student's skill set in developing identity systems, collateral design, and advertising that give visual representation to businesses, institutions, organizations, events, and individuals. Attention will be given to the difference between identity and brand and how graphic design plays a role in each. Students will have the opportunity to work with a single client to develop a comprehensive design program and information system that is based on their individual set of circumstances. Design ideas will be based on research and the creation of a design brief. Students are expected to trace the development of their design program through a progression of steps from thumbnail sketches to finished comprehensive designs.

DES451 Design Lab II

Credit Hours: 3 Semester
Prerequisites: DES450
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Students will work in a design studio environment to complete comprehensive, advanced projects. Students will have the opportunity to focus on advanced topics related to their individual field of interest within the practice of graphic design, including (but not limited to) product/package design, identity and branding, web and new media, 3-dimensional design, and research.

DES455 Advertising Lab

Credit Hours: 3 Semester
Prerequisite: DES350
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

An advanced advertising design course for students who anticipate going into advertising upon graduation. DES455 advertising Lab I is designed to give advanced, upper-division students an opportunity to work in an advertising agency environment to complete real-world projects. A faculty member will oversee the student-run "agency", while students perform the duties of agency account and creative staff.

DES456 Advanced Special Topics

Credit Hours: 3 Semester
Prerequisite: DES316
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Advanced and selected special topics in Graphic Design or related field developed to expand the serious design student's industry knowledge and skill set, and to focus on a topic that is relevant to practice in their field.

Advertising

ADR291 Art Directors Point of View

Credit Hours: 3 Semester
Prerequisite: PTT270 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course presents the skills of concept, composition, and design of the advertising photograph by introducing the techniques of creating a photograph with knowledge of how the viewer will respond to the image. The importance of color, value relationships, line and tone is stressed. Course activities involve an integration of photography, typography and graphic design using various media with photography. The importance of meeting a client's specific needs and expectations is stressed.

ADR322 Advertising Photo Concepts

Credit Hours: 3 Semester
Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Students concentrate on conceptual problem solving for advertising. Emphasis is placed on meeting a client's needs and expectations. Special attention is focused on big set production including set building, pricing, invoicing and delivery.

ADR415 Beauty/Glamour Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course is designed to produce a professional-level beauty portfolio appropriate for the advertising and editorial markets in fashion, beauty, glamour, and cosmetics. Topics covered include understanding the audience demographics; importance of pre- production; specialized lighting techniques; cost analysis; marketing in this field; and understanding the stylistic approaches in the contemporary beauty photography genre. Post-production techniques presented will focus on preparing images that meet the high standards for publication in this field.

ADR422 Advanced People Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION- Elective

Students produce a professional-level *people* portfolio with the kind of diversity that illustrates conceptual sophistication coupled with the simplicity of dynamic impact. Photographing people for advertising involves many elements from pre-production to specialized lighting situations. Emphasis is placed on dealing with talent agencies, hair/make-up artists, photo-styling, working with legal contracts and developing directing and motivational skills. These situations are explored by combining creativity enhancement assignments with real-world hands on experience.

ADR470 Food Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course engages students in the production of quality food photography in an authentic professional environment. Topics include the areas of hot and cold foods, location and studio set-ups, and advertising and editorial differences. The workings of the food studio and the interaction between photographer and food stylist are presented through lecture and studio demonstration. Emphasis is given to research, preproduction and cost analysis that would prepare the student to meet the highest industry standards. Guest lectures with specialties in food photography are planned.

Commercial

CMO225 Natural History Photography

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

The testing and evaluation of specialized photo equipment and techniques used in natural history photography are presented through lectures, demos and field trips to local and regional wilderness areas. Students are introduced to ethical photographic practices, working with live subjects, and photographic design through presentations and assignments in the natural world. Business topics covering freelance marketing, fine art, and commercial assignments are presented and discussed during lectures.

CMO270 Travel Photography

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Techniques and marketing of leisure travel photography for students who wish to make travel photography a major component of their professional career. Topics covered include: preparation for the travel photo assignment; techniques for photographing people, activities, food, architecture, cities and landscapes; equipment choices for travel photography; the business of assignments and stock in the travel market; editing and preparing submissions; and travel skills.

CMO295 Stock Photography

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This comprehensive course covers the business and production of stock photography. Assignments are based on interpreting the needs of stock photo clients and how to create conceptual images that solve problems for the buyers of images. Additional topics include stock agencies and portals, marketing techniques, key wording, presentation and distribution of submissions, and the business of stock.

CMO323 Scientific Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This is an introductory course to the broad field of scientific imaging. This course covers the special techniques necessary to utilize photography as a tool for the scientist and researcher. Emphasis is placed on recording effects that are normally invisible to the human eye. Special optical apparatus as well as common instruments such as the microscope and telescope are coupled to the camera in order to extend human vision.

CMO364 Video for Photographers (Formally CMM262)

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This is an introduction to video production with strong emphasis on pre-production, camera handling, sound, graphics and editing. Students will be introduced to HD video cameras and VSLR's (video still camera hybrids) and the postproduction tools and techniques required of each to produce finished films and multimedia projects.

CMO374 Lifestyle Photography (Formally CMM296)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

The techniques and marketing of lifestyle photography for students who wish to incorporate lifestyle photography into their professional career. Topics covered include: identification of the different markets of leisure, business, stock and catalog usage; photography techniques using a wide range of lifestyle subjects; building production teams, pre- production forms and storyboarding; matching models, wardrobe and location for message continuity; development of editing skills and marketing strategies for both assignment and stock clients.

CMO425 Imaging Time

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, or VJN292 for VJ, or DES300 for GD, or FLM117 for Film

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Students manipulate time through the use of specialized camera and editing techniques. Slow-motion shots can add emphasis and emotion to a video production. High-speed video capture can reveal events for scientific and engineering studies. Advanced time-lapse techniques can compress time. The methods covered in this course add a range of tools for enhancing the communication of our visual expressions.

Media

MDA351 Layout and Design

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES110 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course concentrates on the use of the computer as an illustration and page layout tool. Students will engage in in-depth work with page layout and ancillary software programs, with the goal of creating layouts to accompany photographs in a final page design. The course introduces students to work in print-based and electronic media. The layout and design skills covered provide a strong foundation for work in print advertising, magazine and book layout, multimedia, web or other forms of visual presentation.

MDA362 Photo-Rich Multimedia

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course engages students in advanced skills necessary to navigate and take advantage of creating engaging multimedia projects. Focus is placed on the creative process in making photo-rich projects. Students will gain necessary skills for storyboarding, executing and launching projects.

MDA373 Creative Digital Imaging

Credit Hours: 3 Semester

Prerequisite: PTT262

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Advanced techniques in the usage of image editing software to create creative color and effects. The focus will be on working with color, tone and specialized techniques in order to create stylized, vibrant and commercially viable images. Specific techniques will be taught to accomplish varying projects.

MDA375 HDRI/CGI Methods

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course is an introduction to High Dynamic Range Imaging (HDRI) and Computer Generated Imaging (CGI) as used in automotive and other types of advertising photography. The course introduces students to the basics of the

digital capture of high dynamic range images and the compositing techniques of HDR images with CAD files of cars and other products in 3D rendering software. An additional fee is required to cover specialized software and hardware requirements specific to this course.

MDA380 Digital Retouching

Credit Hours: 3 Semester

Prerequisite: PTT214

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course emphasizes advanced techniques in the use of image editing software to retouch digital images. Emphasis will be placed on the use of precision tools and the understanding of the subtleties of good facial retouching. Students will also explore image restoration and retouching of product and architectural images.

MDA384 Digital Compositing

Credit Hours: 3 Semester

Prerequisite: PTT214

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course emphasizes advanced techniques in the use of image editing software to create image composites. The focus will be on the workflow beginning with concept through to completion of single images created from photographing, editing, color correcting and compositing individual elements. Techniques will be taught using different applications appropriate to achieving the desired results.

MDA392 Media and Marketing

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course engages students in advanced skills necessary to navigate and take advantage of new media, online and mobile marketing. In particular, the course will focus on building an effective, cohesive, and well-rounded marketing plan that will be implemented throughout a network of sources. Students will learn how to leverage new media to build stronger branding and client rapport. Emphasis will be placed on social networking, branding, marketing and media.

MDA432 Advanced Web Design

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course engages students in advanced skills necessary to create and launch commercially competitive and multifaceted web based marketing campaigns. Students explore how to work with developing a brand across multiple platforms and how to implement advanced technological solutions to make the brand cohesive and compelling. Emphasis is focused on creating and customizing an online portfolio using various CMS (content management systems) tools.

Portraiture

PRT310 Wedding/Event Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course is an introduction to professional wedding and event photography and emphasizes the process of image design for individuals, couples and groups, packaging, sales, marketing and presentation. The course presents both traditional and contemporary approaches to wedding/event photography, covering candid situations with a photojournalistic style. Assignments should generate images for presentation in the form of a wedding album portfolio.

PRT375 Celebrity Portraiture (Formally PHT290)

Credit Hours: 3 Semester Hours

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course introduces students to the world of Celebrity Photography. Students should learn the process of how to get into the celebrity photography market, including understanding the process of getting, producing and executing a professional celebrity photo shoot. The course introduces students to working with celebrity publicists, managers and agents, as well as magazine editors, photo editors and art directors. Attention is given to working with creative team members including makeup artists, wardrobe stylists, hair stylists and prop stylists. Specific attention is paid to developing one's own personal style, lighting techniques, camera choices and format choices. Students are subjected to both studio and location environments.

Film

FLM101 Film Language (formerly NAR107)

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

A fundamental introduction to storytelling through the visual language of film, this course explores story structure, character, composition, continuity, and pre-production. Students create short story projects using a sequence of still images.

FLM102 History of Film (Formerly ART302)

Credit Hours: 3 Semester Hours

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course examines the value and purpose and history of film from a variety of aesthetic, historical, sociological, and philosophical perspectives with the intent of developing an understanding and aesthetic appreciation for the cinema. Students will research and discuss selected film genres, styles, techniques, and meanings across various cultures and times.

FLM109 Production Workshop I (formerly PRO284)**Credit Hours:** 3 Semester**Prerequisite:** None**Type:** Lecture/Studio**COURSE DESCRIPTION**

An introduction to film and television production organization and logistics, this course explores the ways various crew functions are planned and combined for an effective shoot. Topics include pre-production planning, crew structure and protocol, location and studio considerations, basic set practices, set etiquette and basic legal considerations of producing a film.

FLM115 Audio Foundations**Credit Hours:** 3 Semester**Prerequisite:** FLM109**Type:** Lecture/Studio**COURSE DESCRIPTION**

This course introduces the principles of audio recording and sound design using dialog, Foley, ambience and effects. Students explore recording systems and microphones with a series of projects designed to emphasize storytelling through the creative use of sound design. Post-production practices and techniques are considered including ADR, Foley, composite and final mix.

FLM117 Lighting Theory (formerly PHT117)**Credit Hours:** 3 Semester**Prerequisite:** FLM109**Type:** Lecture/Studio**COURSE DESCRIPTION**

This course explores the use of lighting to enhance the visual aspects of storytelling in the context of physical production protocols. Students explore aspects of narrative lighting and techniques for lighting people by lighting short story assignments to achieve visual storytelling goals.

FLM127 Digital Production (formerly PHT127)**Credit Hours:** 3 Semester**Prerequisite:** FLM117**Type:** Lecture/Studio**COURSE DESCRIPTION**

This course is a comprehensive introduction to digital video production and computer editing for both picture and sound. The course provides an overview of movement, composition, sound and computer techniques to support narrative storytelling.

FLM284 Production Design**Credit Hours:** 3 Semester Hours**Prerequisite:** FLM127**Type:** Lecture/Studio**COURSE DESCRIPTION**

This course provides an in-depth exploration of the production design process including conceptualization, presentation, and implementation. Students create comprehensive design strategies for a film and explore techniques, materials and strategies for maximizing production value with available resources. Topics include color, contrast, texture, style and the relationship between production design and cinematography in a finished film.

FLM390 Digital Post-Production (formerly PPW290)

Credit Hours: 3 Semester
Prerequisite: FLM285
Type: Lecture/Studio

COURSE DESCRIPTION

This course introduces digital post-production effects, motion graphics for film and web design, and color correction techniques. Topics include computer-based techniques for compositing film and video, creating professional titles and menus, and perfecting the final image.

FLM398 Sound Design (formerly PPW398)

Credit Hours: 3 Semester
Prerequisite: FLM285
Type: Lecture/Studio

COURSE DESCRIPTION

This course introduces digital and analog audio recording, editing and mixing using digital audio workstations. Topics include ADR, Foley, music editing, and final delivery.

FLM325 Commercial Production

Credit Hours: 6 Semester
Prerequisite: Panel Review
Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course explores television commercial production through the creation of broadcast quality advertising for either a real or fictional client. Students work in teams to analyze client goals, write treatments and scripts, design the visual and audio approach to the project, and complete the principal photography and post-production of a finished commercial ad.

FLM326 Music Video Production (formerly PRO326)

Credit Hours: 6 Semester
Prerequisite: Panel Review
Type: Lecture/Lab

COURSE DESCRIPTION

This course consists of music video production that emphasizes storytelling and performance within the genre. Planning and storyboarding are emphasized to develop the best concept to portray the band or song performance for the audience. A brief history of shooting and editing techniques, a detailed analysis of the interrelationship between visual storytelling and music are also covered.

Visual Journalism Electives

DCM170 Documentary Film Production I

Credit Hours: 3 Semester
Prerequisite: none
Type: Lecture/Lab

COURSE DESCRIPTION

A comprehensive introduction to documentary film production and post-production of both MOS and sync sound projects. The course provides an overview of film language, narrative structure, cinematography, interview technique, pre-production, sound, and editing to support non-fiction and documentary filmmaking.

DCM171 Documentary Film Production I Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with DCM170

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken with DCM170 Documentary Film Production 1. Editing, cinematography, and sound design strategies in the framework of documentary production are developed.

DCM270 Documentary Film Production II

Credit Hours: 3 Semester

Prerequisite: DCM170

Type: Lecture/Lab

COURSE DESCRIPTION

A survey of documentary filmmaking, specifically geared towards directing, shooting, and editing short documentaries. This course emphasizes creative visual storytelling, field-production strategies, location sound, interviewing techniques and journalistic ethics through intensive hands-on production experiences.

DCM271 Documentary Film Production II Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with DCM270

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken with DCM270 Documentary Film Production II. Advanced editing and lighting strategies in the framework of documentary production are further developed

DCM370 Advanced Documentary Film Projects

Credit Hours: 3 Semester

Prerequisite: DCM270

Type: Lecture/Lab

COURSE DESCRIPTION

An intensive workshop course focusing on advanced documentary storytelling strategies and techniques. Students will examine issues of documentary style, structure, film language, character development, and point of view. Students will produce, shoot and edit a 15-30 minute broadcast quality piece.

DCM371 Advanced Documentary Film Projects Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with DCM370

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken with DCM370 Advanced Documentary Film Projects. Advanced finishing strategies in the framework of documentary production are further developed.

Journalism

JOR201 Journalism I

Credit Hours: 3 Semester

Prerequisite: ENG101

Type: Lecture/Lab

COURSE DESCRIPTION

An introductory journalism course emphasizing fundamental reporting skills utilized by newsgathering media outlets. The course covers methods for gathering and reporting news, assessing news value, story research, story structure, credibility of information and news judgment.

JOR301 Journalism II

Credit Hours: 3 Semester

Prerequisite: JOR201

Type: Lecture/Lab

COURSE DESCRIPTION

A journalistic writing course, with an emphasis on feature writing. The course presents styles of writing used in print and broadcast media and explains the skills and strategies to effectively write, revise, and evaluate those types of writings. Students have the opportunity to apply this knowledge through class assignments, which include feature articles and editorials.

Visual Journalism

VJN140 Visual Journalism I (Formerly PJN120)

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture/Lab

COURSE DESCRIPTION

An introduction to visual journalism that presents materials in basic photojournalism techniques, information gathering, captioning and the use of computer programs to interpret images. The emphasis throughout the class will be on visual journalism storytelling.

VJN141 Visual Journalism I Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with VJN140

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken concurrently with VJN140 Visual Journalism I. Digital asset management, digital enhancement techniques and workflow will be covered.

Visual Journalism

VJN215 Global Storytelling I (formerly GBL215)

Credit Hours: 3 Semester

Prerequisite: Panel Review

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

An Introductory international documentary storytelling requires students travel to another country to show a particular area of the world through their visual reporting. Students are encouraged to design projects in which the resulting documentary may change attitudes or affect society. The course is structured so half of the time is spent off campus shooting documentary photographs and video outside of the United States and half the time is spent on campus in post-production. Students selected to take VJN215 must take VJN216 Global Storytelling II concurrently.

VJN216 Global Storytelling II (formerly GBL216)

Credit Hours: 3 Semester

Prerequisite: Panel Review

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students work with the pictures, audio, film and video footage they produce concurrently in the VJN215 Global Storytelling I course and create presentations suitable for a public audience. The outcomes may include an audio-visual show, a website, a DVD, a book, a print show and a film.

VJN388 Domestic Documentary (formerly PJN288)

Credit Hours: 3 Semester

Prerequisite: VJN340

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students travel within the U.S. to a pre-determined location to tell stories with the tools of visual storytelling that portray the human condition. Students are encouraged to design storytelling projects in which the resulting media may change attitudes or affect society in some way.

VJN415 International Documentary I (formerly GBL415)

Credit Hours: 3 Semester

Prerequisite: Panel Review

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students in this advanced international documentary course travel to another country to tell stories with an advanced set of tools for visual storytelling. Students are encouraged to design projects in which the resulting documentary may change attitudes or affect society. The course is structured so half the time is spent off campus shooting documentary photographs and video outside of the United States and half the time is in post-production. Students selected to take VJN415 must take the VJN416 International Documentary II concurrently.

VJN416 International Documentary II (formerly GBL416)

Credit Hours: 3 Semester

Prerequisite: Panel Review

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

In this advanced course students are expected to take leadership roles in working with the pictures, audio, film and video footage they produce concurrently in the VJN415 International Documentary I course and create multimedia presentations suitable for a public audience. The outcomes may include an audio-visual show, a website, a DVD, a book, a print show and a film.

Bachelor of Science in Visual Journalism

Mission

The mission of the **Visual Journalism** Program is to offer a contemporary, professional curriculum grounded in truthful, ethical, and creative storytelling that embraces the highest level of craftsmanship, advancing the field of journalism.

Program DESCRIPTION

The 120 semester credit **Bachelor of Science in Visual Journalism** program emphasizes the practice of ethical, journalistic storytelling, and incorporates a broad based experiential educational approach. The program consists of 69 semester credits that cover six primary areas of technical and creative focus under the umbrella of journalistic storytelling, including the opportunity to take 12 credits in electives. Primary areas include photojournalism, documentary film production, audio documentary, journalistic writing, multimedia journalism, website design and strategies for developing a web presence. Students also take 6 semester credits in business courses and 45 semester credits in Liberal Arts designed to both support their professional goals as journalists and broaden their understanding and experience of other subject areas.

Upon the completion of the Visual Journalism Program students should be able to:

- Successfully demonstrate the ability to generate, research, and plan projects in the tradition of non-fiction journalistic storytelling. (Adept, Problem Solver, Global, Collaboration)
- Understand and practice an ethical approach to journalistic content gathering, exhibiting accuracy and fairness. (Ethics, Adept)
- Demonstrate effective story gathering techniques using contemporary photographic, video, audio, and multimedia tools. (Adept, Visual Literacy, Problem Solver, Collaboration, Communication)
- Follow journalistic guidelines and ethical standards during post-production and be able to effectively analyze and evaluate content appropriate to the target outlet. (Ethics, Adept, Visual Literacy)
- Proficiently process still images, edit and finish video projects, mix audio, and post, deliver, and broadcast multimedia content using contemporary tools and techniques. (Adept, Problem Solver, Visual Literacy)
- Demonstrate critical thinking through effective oral, written, and visual presentations using a variety of media and formats. (Communication, Adept)
- Understand and apply strategic business practices to market themselves and their work effectively and professionally. (Collaboration, Communication)
- Produce a professional portfolio demonstrating ethical, journalistic storytelling through contemporary media. (Ethics, Problem Solver, Visual Literacy, Adept)

Core Requirements		Credits
DCM170	Documentary Film Production I	3
DCM171	Documentary Film Production I Lab	1.5
DCM270	Documentary Film Production II	3
DCM271	Documentary Film Production II Lab	1.5
DCM370	Advanced Documentary Film Projects	3
DCM371	Advanced Documentary Film Projects Lab	1.5
JOR201	Journalism I	3
JOR301	Journalism II	3
PTT214	Digital Workflow	3
VJN140	Visual Journalism I	3
VJN141	Visual Journalism I Lab	1.5
VJN150	Lighting for Visual Journalism	3

	VJN151	Lighting for Visual Journalism Lab	1.5
	VJN160	Audio Documentary	3
	VJN161	Audio Documentary Lab	1.5
	VJN240	Visual Journalism II	3
	VJN260	Web for Visual Journalists	3
	VJN280	Picture Story	3
	VJN292	Advanced Lighting for Visual Journalists	3
	VJN340	Visual Journalism III	3
	VJN380	Picture Editing	3
	VJN499	Capstone: Portfolio & Ethics	3
		Total	57
Business			
	BUS101	Basic Business	3
	BUS301	Marketing	3
		Total	6
Electives			
	ELEXXX	Elective	3
	ELEXXX	Elective	3
	ELEXXX	Elective	3
	ELEXXX	Elective	3
		Total	12
Liberal Arts			
	SOC100	Public Speaking	3
	SOCELE	One 300 Level SOC Elective	3
	ENG101	English Composition	3
	ENG201	Advanced English Composition	3
	ENGELE	300 Level English Course	3
	ENGELE	400 Level English Course	3
	HUM101	Introduction to the Humanities	3
	HUMELE	200 Level HUM Elective	3
	HUMELE	300 Level HUM Elective	3
	HUMELE	400 Level HUM Elective	3
	MAT101	College Mathematics	3
	*SOC130	American Government	3
	SCIELE	200 Level Science Elective	3
	SOCELE	One 300 Level SOC Elective	3
	SOCELE	One 400 Level SOC Elective	3
*Required of all VJ Students			
		Total	45

120

Total Semester Credits

BS Visual Journalism 120 Semester Credits					
1 st Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
VJN140	Visual Journalism I	none	3	4	L/Lab
VJN141	Visual Journalism I Lab	Taken with VJN140	1.5	2	L/Lab
DCM170	Documentary Film Production I	none	3	4	L/Lab
DCM171	Documentary Film Production I Lab	Taken With DCM170	1.5	2	L/Lab
MAT101	College Mathematics	MAT099/ACCUP	3	3	L
ENG101	English Composition	ENG099/ACCUP	3	3	L
Total			15	18	
2rd Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
VJN150	Lighting for Visual Journalists	VJN140	3	4	L/Lab
VJN151	Lighting for Visual Journalists Lab	Taken with VJN150	1.5	2	L/Lab
VJN160	Audio Documentary	none	3	4	L/Lab
VJN161	Audio Documentary Lab	Taken with VJN 160	1.5	2	Lab
HUM101	Introduction to the Humanities	None	3	3	L
SOC100	Public Speaking	None	3	3	L
Total			15	18	
3rd Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
VJN240	Visual Journalism II	VJN150	3	4	L/Lab
JOR201	Journalism I	ENG101	3	4	L/Lab
PTT214	Digital Workflow	VJN150	3	4	L/Lab
SOC130	American Government	ENG101	3	3	L
ENG201	Advanced English Composition	ENG101	3	3	L
Total			15	18	
4th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
DCM270	Documentary Film Production II	DCM170	3	4	L/Lab
DCM271	Documentary Film Production II Lab	Taken with DCM270	1.5	2	L/Lab
VJN260	Web for Visual Journalists	VJN240	3	4	L/Lab
BUS101	Basic Business	MAT101	3	3	L
HUMELE	200 Level HUM Elective	HUM101	3	3	L
SCI200	Science	MAT101	3	3	L
Total			16.5	19	

5th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
VJN280	Picture Story	VJN240	3	4	L/Lab
VJN292	Advanced Lighting for Visual Journalists	VJN240	3	4	L/Lab
VJN340	Visual Journalism III	VJN260	3	4	L/Lab
SOCELE	One 300 Level SOC Elective		3	3	L
SOCELE	One 300/400 Level SOC Elective		3	3	L
Total			15	18	
6th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
VJN380	Picture Editing	VJN240	3	4	L/Lab
JOR301	Journalism II	JOR201	3	4	L/Lab
ELEXXX	Elective		3	4	L
HUMELE	300 Level Humanities Elective		3	3	L
ENGELE	300 Level English Elective		3	3	L
Total			15	18	
7th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
DCM370	Advanced Documentary Film Projects	DCM270	3	4	L/Lab
DCM371	Advanced Documentary Film Projects Lab	Taken with DCM370	1.5	2	L/Lab
ELEXXX	Elective		3	4	L
BUS301	Marketing	BUS101	3	3	L
ENGELE	400 Level English Elective		3	3	L
Total			13.5	16	
8th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
VJN499	Capstone: Portfolio and Ethics	VJN380	3	4	L/Lab
ELEXXX	Elective		3	4	L/Lab
ELEXXX	Elective		3	4	L/Lab
SOCELE	One 400 Level SOC Elective		3	3	L
HUMELE	One 400 Level HUM Elective		3	3	L
Total			15	18	

Visual Journalism Course Descriptions

Core

Business

BUS101 Introduction to Business

Credit Hours: 3 Semester

Prerequisite: MAT101

Type: Lecture

COURSE DESCRIPTION

This is the foundational course for the business module. The course introduces students to the functional areas of business, such as accounting, finance, marketing and management. Students will have the opportunity to learn about the forms of business organization, small business ownership and operating in global economy. Particular attention is given to the importance of planning and the critical components of business plans, including selecting the appropriate business form, analysis of potential markets, the assessment of start-up costs and income projection.

BUS301 Marketing

Credit Hours: 3 Semester

Prerequisite: BUS101

Type: Lecture

COURSE DESCRIPTION

This course focuses on developing student skills to successfully understand today's business world in an increasingly competitive and rapidly changing business environment in understanding marketing concepts. Attention is given to creating a marketing plan, researching and identifying target markets, client development, networking potential opportunities (domestic and international), designing effective self-branding presentations, while improving business presentations as creative professionals.

Documentary

DCM170 Documentary Film Production I (formerly DOC170)

Credit Hours: 3 Semester

Prerequisite: none

Type: Lecture/Lab

COURSE DESCRIPTION

A comprehensive introduction to documentary film production and post-production of both MOS and sync sound projects. The course provides an overview of film language, narrative structure, cinematography, interview technique, pre-production, sound, and editing to support non-fiction and documentary filmmaking.

DCM171 Documentary Film Production I Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with DCM170

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken with DCM170 Documentary Film Production 1. Editing, cinematography, and sound design strategies in the framework of documentary production are developed.

DCM270 Documentary Film Production II (formerly DOC270)

Credit Hours: 3 Semester

Prerequisite: DCM170 , FLM127, CMO364

Type: Lecture/Lab

COURSE DESCRIPTION

A survey of documentary filmmaking, specifically geared towards directing, shooting, and editing short documentaries. This course emphasizes creative visual storytelling, field-production strategies, location sound, interviewing techniques and journalistic ethics through intensive hands-on production experiences.

DCM271 Documentary Film Production II Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with DCM270

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken with DCM270 Documentary Film Production II. Advanced editing and lighting strategies in the framework of documentary production are further developed

DCM370 Advanced Documentary Film Projects (formerly DOC370)

Credit Hours: 3 Semester

Prerequisite: DCM270, FLM285

Type: Lecture/Lab

COURSE DESCRIPTION

An intensive workshop course focusing on advanced documentary storytelling strategies and techniques. Students will examine issues of documentary style, structure, film language, character development, and point of view. Students will produce, shoot and edit a 15-30 minute broadcast quality piece.

DCM371 Advanced Documentary Film Projects Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with DCM370

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken with DCM370 Advanced Documentary Film Projects. Advanced finishing strategies in the framework of documentary production are further developed.

Journalism

JOR201 Journalism I (formerly JRN201)

Credit Hours: 3 Semester

Prerequisite: ENG101

Type: Lecture/Lab

COURSE DESCRIPTION

An introductory journalism course emphasizing fundamental reporting skills utilized by newsgathering media outlets. The course covers methods for gathering and reporting news, assessing news value, story research, story structure, credibility of information and news judgment.

JOR301 Journalism II (formerly JRN301)

Credit Hours: 3 Semester

Prerequisite: JOR201

Type: Lecture/Lab

COURSE DESCRIPTION

A journalistic writing course with an emphasis on feature writing. The course presents styles of writing used in print and broadcast media and explains the skills and strategies to effectively write, revise, and evaluate those types of writings. Students have the opportunity to apply this knowledge through class assignments, which include feature articles and editorials.

Photography

PTT214 Digital Workflow (formerly PHT214)

Credit Hours: 3 Semester

Prerequisite: PTT260 Lighting Studio or VJN150 Lighting for Visual Journalists

Type: Lecture/Lab

COURSE DESCRIPTION

This course introduces students to digital color concepts, technologies, and methodologies. Topics include: Color perception, color models and color gamut, digital color correction, color management, and introduction to offset printing. A production fee is required for this course.

Visual Journalism

VJN140 Visual Journalism I (Formerly PJN120)

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture/Lab

COURSE DESCRIPTION

An introduction to visual journalism that presents materials in basic photojournalism techniques, information gathering, captioning and the use of computer programs to interpret images. The emphasis throughout the class will be on visual journalism storytelling.

VJN141 Visual Journalism I Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with VJN140

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken concurrently with VJN140 Visual Journalism 1. Digital asset management, digital enhancement techniques and workflow will be covered.

VJN150 Lighting for Visual Journalists (Formerly PJN150)

Credit Hours: 3 Semester

Prerequisite: VJN140

Type: Lecture/Lab

COURSE DESCRIPTION

An introduction to lighting for visual journalism students. Course content will include lighting techniques and the use of current software to effectively support the story. Visual storytelling techniques using single and multiple light sources to create and exercise both control of the light sources and quality of light to enhance the subject will be explored.

VJN151 Lighting for Visual Journalists Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with VJN150

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken concurrently with VJN150 Lighting for Visual Journalists. Advanced methods of working with various software programs and workflow are covered.

VJN160 Audio Documentary (formerly PJN160)

Credit Hours: 3 Semester

Prerequisite: none
Type: Lecture/Lab

COURSE DESCRIPTION

Students will build on audio gathering and production skills for radio and Internet publication. In this course, students will produce audio documentaries in a journalistic environment. Interview techniques, writing for the ear, theater of the mind and working with audio in the field as journalists, from both ethical and practical standpoints, will be covered.

VJN161 Audio Documentary Lab

Credit Hours: 1.5 Semester
Prerequisite: taken concurrently with VJN160
Type: Lecture/Lab

COURSE DESCRIPTION

This lab, taken concurrently with VJN160 Audio Documentary, further explores sound recording techniques and post production within the framework of a journalistic environment, including both content creation and delivery.

VJN240 Visual Journalism II (formerly PJN240)

Credit Hours: 3 Semester
Prerequisite: VJN150, PTT260, FLM127
Type: Lecture/Lab

COURSE DESCRIPTION

The advanced principles of making the full range of “news-worthy” photographs - from feature photos to general news - are covered in detail in this course. Current visual journalism trends and practices along with ethical and moral considerations in covering current events (local, national and international), freedom of the press, and the public’s right to know are also major topics addressed during the course.

VJN260 Web for Visual Journalists (formerly PJN260)

Credit Hours: 3 Semester
Prerequisite: VJN240, FLM127, PTT260
Type: Lecture/Lab

COURSE DESCRIPTION

The introduction of students to practical applications visual journalists use for creating and maintaining an online presence. Students will construct websites using webpage production tools, content management systems and basic HTML. Development of logical and efficient site structure, workflow, file formats and design considerations will be covered. Students will also analyze and incorporate online tools, such as blogs, social networking and archives used by visual journalists and media outlets for reporting news and generating site traffic.

VJN280 Picture Story (formerly PJN280)

Credit Hours: 3 Semester
Prerequisite: VJN240, FLM285, PTT270
Type: Lecture/Lab

COURSE DESCRIPTION

This course is the development and producing of socially relevant in-depth projects by students. The approach emphasized will use classic photojournalism picture story methods and skills to tell the story at length. The use of multiple single photographs and multimedia are presentation forms used in the class for visual storytelling.

VJN292 Advanced Lighting for Visual Journalists (formerly PJN292)

Credit Hours: 3 Semester
Prerequisite: VJN240, FLM117, PTT270
Type: Lecture/Lab

COURSE DESCRIPTION

An emphasis on advanced lighting techniques, theories and application of light control in multiple and varied environments that visual journalists encounter. Accurate and methodical use of lighting techniques with multiple sources of lighting equipment that will enhance visual storytelling is emphasized.

VJN340 Visual Journalism III (formerly PJN299)

Credit Hours: 3 Semester

Prerequisite: VJN260

Type: Lecture/Lab

COURSE DESCRIPTION

The course materials present advanced visual journalism ethics and practices including storytelling skills with an emphasis on community coverage, through photojournalism and multimedia assignments. Students create a portfolio that must pass a review prior to continuing Upper Division coursework.

VJN380 Picture Editing (formerly PJN380)

Credit Hours: 3 Semester

Prerequisite: VJN340

Type: Lecture/Lab

COURSE DESCRIPTION

The emphasis of this course is the editing process in a journalistic environment. Students will shoot pictures; write stories, and package information for use in editorial publications. Newsroom management, teamwork, production schedules and ethical considerations will be factored into the editing process. Topics covered in this class include single image editing, multiple image editing, copyediting, headline writing, page layout and editorial production. A final in-depth picture project will be presented with multiple edits.

VJN499 Capstone: Portfolio and Ethics (formerly VJC499)

Credit Hours: 3 Semester

Prerequisite: VJN380

Type: Lecture/Lab

COURSE DESCRIPTION

The capstone course for the Bachelor of Science Degree in the Visual Journalism program provides an environment for students to finalize their portfolio for entrance to the job market. Students concentrate on the type of assignments in which they want to specialize once they enter the professional world. Students engage with the deeper issues surrounding ethical behavior practiced in the field of visual journalism. The course concludes with an in-person review of student portfolios from industry professionals and/or VJ faculty.

ELECTIVES

Documentary

DCM352 Directing and Producing the Documentary (formerly DOC352)

Credit Hours: 3 Semester

Prerequisite: DCM270, FLM285

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

A course that focuses on the research, development, and preliminary production of a documentary subject through interviews, traditional research and practical investigations. Students will examine documentary styles, structure, story development and ethics while learning to direct and produce a 25 minute short documentary. Documentary projects begun in DCM352 will continue shooting and post production in DCM353 Advanced Documentary Post Production.

DCM353 Advanced Documentary Post Production (formerly DOC353)

Credit Hours: 3 Semester

Prerequisite: DCM352

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students focus on the production and post-production of the documentary project developed in DOC352 Directing and Producing the Documentary. The emphasis is on the power and process of Documentary editing: style, structure, scene construction, character and story development. Additional shooting may be required to develop the story of the subject matter as it progresses through the post-production process.

Visual Journalism

VJN215 Global Storytelling I (formerly GBL215)

Credit Hours: 3 Semester

Prerequisite: Panel Review

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

An Introductory international documentary storytelling requires students travel to another country to show a particular area of the world through their visual reporting. Students are encouraged to design projects in which the resulting documentary may change attitudes or affect society. The course is structured so half of the time is spent off campus shooting documentary photographs and video outside of the United States and half the time is spent on campus in post-production. Students selected to take VJN215 must take VJN216 Global Storytelling II concurrently.

VJN216 Global Storytelling II (formerly GBL216)

Credit Hours: 3 Semester

Prerequisite: Panel Review

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students work with the pictures, audio, film and video footage they produce concurrently in the VJN215 Global Storytelling I course and create presentations suitable for a public audience. The outcomes may include an audio-visual show, a website, a DVD, a book, a print show and a film.

VJN285 Photojournalistic Portraits (formerly PJN285)

Credit Hours: 3 Semester

Prerequisite: VJN340, PTT270

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

The course will emphasize capturing storytelling environmental portraits and the use of advanced lighting skills in photojournalism portraiture. Photographing in relevant environmental locations, students will capture posed and candid portraits of their subject for strong storytelling images. The methods and skills used in class will produce portfolio quality images of the caliber needed for editorial publication.

VJN388 Domestic Documentary (formerly PJN288)

Credit Hours: 3 Semester

Prerequisite: VJN340, PTT270

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students travel within the U.S. to a pre-determined location to tell stories with the tools of visual storytelling that portrays the human condition. Students are encouraged to design storytelling projects in which the resulting media may change attitudes or affect society in some way.

VJN290 Sports Photojournalism (formerly PJN290)

Credit Hours: 3 Semester

Prerequisite: VJN240, PTT270

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course will focus on capturing the storytelling moments of organized competitive sports events for the editorial market. Topics covered in the course include research methods when preparing for event coverage, equipment needs, pre and post-game workflow, editing under deadline pressure and working as a team for complete coverage of the sports event.

VJN295 Photo Essay (formerly PJN295)

Credit Hours: 3 Semester

Prerequisite: VJN280, PTT270

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course will emphasize the production of issue driven visual stories and photographic essays. Topics covered in this course include: research methods, idea generation, editing for a sense of flow and continuity, enhancing and expanding interpersonal relationship skills, working solo in the field, in-field time management.

VJN415 International Documentary I (formerly GBL415)

Credit Hours: 3 Semester

Prerequisite: Panel Review

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students in this advanced international documentary course travel to another country to tell stories with an advanced set of tools for visual storytelling. Students are encouraged to design projects in which the resulting documentary may change attitudes or affect society. The course is structured so half the time is spent off campus shooting documentary photographs and video outside of the United States and half the time is in post-production. Students selected to take VJN415 must take the VJN416 International Documentary II concurrently.

VJN416 International Documentary II (formerly GBL416)

Credit Hours: 3 Semester

Prerequisite: Panel Review

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

In this advanced course students are expected to take leadership roles in working with the pictures, audio, film and video footage they produce concurrently in the VJN415 International Documentary I course and create multimedia presentations suitable for a public audience. The outcomes may include an audio-visual show, a website, a DVD, a book, a print show and a film.

VJN421 News Photojournalism (formerly PJN421)

Credit Hours: 3 Semester

Prerequisite: VJN340, PTT270

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This advanced course explores, the nuances and complexities of covering spot, general and issue news as a photojournalist. The course also provides students a better understanding of what *news value* is, which will assist the student in understanding the importance of covering news ethically as journalists.

VJN426 Social Journalism (formerly PJN426)

Credit Hours: 3 Semester

Prerequisite: VJN340, PTT270

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students have the opportunity to develop an approach to visual journalism as social documentary. Students will analyze written texts and visual works from contemporary practitioners of social documentary projects. Students will work on multimedia documentary projects that tell stories of social relevance in the community.

Advertising

ADR231 Fashion Photography I

Credit Hours: 3 Semester

Prerequisite: PTT270 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This advanced elective develops the student's process of producing and executing a professional fashion shoot. Students have the opportunity to work with amateur and professional models, professional hair/makeup artists, and professional wardrobe stylists as part of a creative team. Specific attention is paid to lighting and processing techniques unique to contemporary fashion photography.

ADR291 Art Directors Point of View

Credit Hours: 3 Semester

Prerequisite: PTT270 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course presents the skills of concept, composition, and design of the advertising photograph by introducing the techniques of creating a photograph with knowledge of how the viewer will respond to the image. The importance of color, value relationships, line and tone is stressed. Course activities involve an integration of photography, typography and graphic design using various Media with photography. The importance of meeting a client's specific needs and expectations is stressed.

ADR322 Advertising Photo Concepts

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students concentrate on conceptual problem solving for advertising. Emphasis is placed on meeting a client's needs and expectations. Special attention is focused on big set production including set building, pricing, invoicing and delivery.

ADR323 Advanced Advertising Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Photography of people, places, and things in the advertising and editorial arena is emphasized. Specific subjects covered are fashion, people in advertising, and editorial portraiture and include studio and location assignments. The importance of design in creating effective imagery and using words to trigger imagery is given special attention along with critical thinking.

ADR332 Fashion Photo Industry (formerly ADV232)

Credit Hours: 3 Semester

Prerequisite: ADR231 Fashion Photography I

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This advanced course requires the highest levels of pre-production and production of contemporary fashion images. There will be an emphasis on real work experience and an in-depth exposure to the L.A. fashion industry. Students will have the opportunity to learn how to develop working relationships with modeling agencies and other creative professionals. Lighting and styling techniques will be refined to produce a body of professional level images suitable for the editorial-fashion or advertising-fashion markets.

ADR376 Automotive Photography (formally ADV272)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

The student develops the fundamentals of automotive photography including lighting techniques, location shooting, and car preparation techniques. Students also visit top ranked automotive photographers and art directors to discuss their work in this field. Field trips to an automotive photography studio and a class shoot on location emphasize proper production and job cost procedures.

ADR415 Beauty/Glamour Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course is designed to produce a professional-level beauty portfolio appropriate for the advertising and editorial markets in fashion, beauty, glamour, and cosmetics. Topics covered include understanding the audience demographics; importance of pre- production; specialized lighting techniques; cost analysis; marketing in this field; and understanding the stylistic approaches in the contemporary beauty photography genre. Post-production techniques presented will focus on preparing images that meet the high standards for publication in this field.

ADR422 Advanced People Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION- Elective

Students produce a professional-level *people* portfolio with the kind of diversity that illustrates conceptual sophistication coupled with the simplicity of dynamic impact. Photographing people for advertising involves many elements from pre-production to specialized lighting situations. Emphasis is placed on dealing with talent agencies, hair/make-up artists, photo-styling, working with legal contracts and developing directing and motivational skills. These situations are explored by combining creativity enhancement assignments with real-world hands on experience.

ADR470 Food Photography

Credit Hours: 3 Semester
Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course engages students in the production of quality food photography in an authentic professional environment. Topics include the areas of hot and cold foods, location and studio set-ups, and advertising and editorial differences. The workings of the food studio and the interaction between photographer and food stylist are presented through lecture and studio demonstration. Emphasis is given to research, preproduction and cost analysis that would prepare the student to meet the highest industry standards. Guest lectures with specialties in food photography are planned.

ADR486 Advanced Tabletop Photography

Credit Hours: 3 Semester
Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM
Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This is an advanced course in which students will be expected to produce a body of work that would be consistent with highest industry standards. Through lecture and demonstration, traditional and alternative tabletop techniques may be employed to express one's personal vision. Guest lectures on a variety of current trends in tabletop photography are planned. An emphasis will also be placed on research, pre-production, cost analysis and marketing one's work.

Art

ART122 History of Photography (formally ART301)

Credit Hours: 3 Semester Hours
Prerequisite: NONE
Type: Lecture

COURSE DESCRIPTION

This course will trace, survey and analyze the phenomenal rise of image making from the beginning of the 19th century to the present. The interrelationship of technology, medium, process and aesthetics will be explored; and the implications and consequences of an increasingly image-dense society will be discussed. The concept of "seeing" and the barriers to seeing clearly will be covered. The requirement of any image-maker to be alert and attentive to the environment around them – social, economic, political and cultural, as well as physical – will be woven throughout the course.

ART303 History of Design

Credit Hours: 3 Semester
Prerequisites: None
Type: Lecture

COURSE DESCRIPTION

This course examines the history of design through the analysis of meaning, theory, and process. Students will analyze the works of major designers and significant cultural trends, with a focus on technical and stylistic innovation. Students will use critical analysis of styles to create interpretive design projects. Social and scientific advances related to the development of design will be analyzed.

Commercial

CMO221 In-Water Photography

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course introduces students to the production of images in the underwater environment. The theory of light underwater, underwater lighting tools, and close-up photography techniques are all taught during a series of lectures, pool sessions and sea trips. Specialized equipment choices, techniques, and maintenance are presented through lectures and demonstrations and practical experience gained through assignments in wet environments. Course participants are not required to hold scuba certification but those who wish to scuba dive must possess advanced scuba certification. An excursion fee is required for this course.

CMO225 Natural History Photography

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

The testing and evaluation of specialized photo equipment and techniques used in natural history photography are presented through lectures, demos and field trips to local and regional wilderness areas. Students are introduced to ethical photographic practices, working with live subjects, and photographic design through presentations and assignments in the natural world. Business topics covering freelance marketing, fine art, and commercial assignments are presented and discussed during lectures.

CMO270 Travel Photography

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/lab

COURSE DESCRIPTION-Elective

Techniques and marketing of leisure travel photography for students who wish to make travel photography a major component of their professional career. Topics covered include: preparation for the travel photo assignment; techniques for photographing people, activities, food, architecture, cities and landscapes; equipment choices for travel photography; the business of assignments and stock in the travel market; editing and preparing submissions; and travel skills.

CMO295 Stock Photography

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This comprehensive course covers the business and production of stock photography. Assignments are based on interpreting the needs of stock photo clients and how to create conceptual images that solve problems for the buyers of images. Additional topics include stock agencies and portals, marketing techniques, key wording, presentation and distribution of submissions, and the business of stock.

CMO323 Scientific Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This is an introductory course to the broad field of scientific imaging. This course covers the special techniques

necessary to utilize photography as a tool for the scientist and researcher. Emphasis is placed on recording effects that are normally invisible to the human eye. Special optical apparatus as well as common instruments such as the microscope and telescope are coupled to the camera in order to extend human vision.

CMO324 Lighting Spaces

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This class embraces new technology and the ever-evolving marketplace that is more than just still images and aims to create not just photographers but media producers. The course offers photographic specialty skills in lighting spaces relative to their other skill sets including portraiture, travel, photojournalism, fashion, and still life. Students learn to incorporate advanced digital lighting tools to supplement their photographic styles and learn to shoot and produce multimedia presentations, create HDR images, and use other advanced production techniques. Students are introduced to business practices including promotional materials and marketing. Guest speakers provide further information about the ever-expanding field. Evaluation is based on assignment completion and a final portfolio with promo.

CMO372 Action Sports Photography (formally CMM275)

Credit Hours: 3 Semester Hours

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This comprehensive course covers the techniques, production, equipment, and marketing of action and adventure sports photography for editorial, advertising and stock clients. Topics covered will apply to all sports photography. Subjects and examples will emphasize action and adventure sports. Topics covered include: essential exposure, focusing, and camera handling techniques; equipment for sports photography (including telephoto lenses, specialized equipment, and remote cameras); safety; covering the event over which you have no control vs. the event which you can control; extreme shooting conditions; and professional practices (locations, model releases, editing, captioning, and submissions).

CMO374 Lifestyle Photography (formally CMM296)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

The techniques and marketing of lifestyle photography for students who wish to incorporate lifestyle photography into their professional career. Topics covered include: identification of the different markets of leisure, business, stock and catalog usage; photography techniques using a wide range of lifestyle subjects; building production teams, pre- production forms and storyboarding; matching models, wardrobe and location for message continuity; development of editing skills and marketing strategies for both assignment and stock clients.

CMO411 Architectural Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This class concerns itself with two main aspects of Architectural Photography; Architectural Exteriors and Interiors emphasizing the use of tungsten, strobe, and digital techniques. Students interact with architects, designers, and contractors as clients and produce work that meets their criteria. Guest speakers and location demonstrations further enhance their understanding of the field. Evaluation is based on completion of the client projects and a final portfolio.

CMO424 Stop-Action Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course introduces the special equipment and techniques necessary to reveal, study and photograph motion. Events that occur too fast for the eye to see are slowed or frozen with the camera, allowing them to be analyzed. Conversely, events that move too slowly to be noticed can be accelerated and made apparent with methods introduced in this course.

CMO425 Imaging Time

Credit Hours: 3 Semester

Prerequisite: PTT360, or VJN292, or DES200, or FLM117

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students manipulate time through the use of specialized camera and editing techniques. Slow-motion shots can add emphasis and emotion to a video production. High-speed video capture can reveal events for scientific and engineering studies. Advanced time-lapse techniques can compress time. The methods covered in this course add a range of tools for enhancing the communication of our visual expressions.

Design

DES100 Drawing for Designers

Credit Hours: 3 Semester

Prerequisites: None

Type: Lecture/Studio

COURSE DESCRIPTION

Students develop the drawing and conceptual rendering skills for designers and filmmakers. This course provides a comprehensive foundation in basic design principles including utilization of the 'design process' to create effective solutions. Course covers the fundamentals of drawing including line, form, shape, volume, and perspective. Special attention will be given to using the medium of drawing to communicate visual ideas through sketching and storyboarding.

DES110 Fundamentals of Digital Design

Credit Hours: 3 Semester

Prerequisites: None

Type: Lecture/Studio

COURSE DESCRIPTION

Students focus on the use of specific, industry standard software for the exploration of design principles as they relate to the traditional printed page and emerging new media. Coursework introduces students to the software tools used to produce illustrations, retouch and manipulate photographs and design layouts for both print and new media.

DES114 Visual Design

Credit Hours: 3 Semester
Prerequisites: None
Type: Lecture/Studio

COURSE DESCRIPTION

Introduction to the ideas, methodologies, principles, and skills that comprise a common knowledge base important to all design disciplines. The focus will be on understanding the biological, psychological and neurological elements involved in the art of seeing, with an emphasis on esthetic issues important to the professional visual communicator. Through analysis and hands-on exercises, students will explore visual elements of two and three dimensional form, space, and color.

DES135 Fundamentals of Typography

Credit Hours: 3 Semester
Prerequisites: DES110
Type: Lecture/Studio

COURSE DESCRIPTION

Students develop a basic foundation for understanding the expectations of professional typography, layout and the role typography plays in creating dynamic, well designed documents for print and digital media. As a foundation course, students will explore the correct use of typographic elements, punctuation to properly typeset a variety of document types, as well as typography as an expressive component of successful design.

DES210 Design and Illustration I

Credit Hours: 3 Semester
Prerequisites: DES110
Type: Lecture/Studio

COURSE DESCRIPTION

This course explores the in-depth use of vector-based software tools in the creation of designs and illustrations. Students will examine techniques for hard-edged design and illustration styles and progress to more complex photo-realistic illustrations. Students will be introduced to the design and production of information graphics, web animations, and the repurposing of artwork for print and digital media.

DES212 Design and Illustration II

Credit Hours: 3 Semester
Prerequisites: DES210
Type: Lecture/Studio

COURSE DESCRIPTION

Students develop skills in the creation, acquisition, retouching and modification of pixel-based images and artwork. Students will explore the use of software tools to work with, enhance and manipulate digital images through various methods. Students will learn successful techniques for accurate color correction, image retouching, image enhancement, advanced image compositing, and proper file preparation for print and digital media.

DES220 Web Design I

Credit Hours: 3 Semester
Prerequisites: DES110
Type: Lecture/Studio

COURSE DESCRIPTION

The introduction to the fundamentals of website design. Students will use critical thinking to design web sites with an efficient navigational interface. Students will learn fundamentals of site construction using industry-standard web authoring tools and protocol such as HTML, CSS, and XML. Components of design such as typography, color, layout, and graphic file formats will be covered.

DES235 Typography and Publication Design

Credit Hours **3 Semester**
Prerequisites **DES135**
Type **Lecture/Studio**

COURSE DESCRIPTION

This course concentrates on design and typographic topics, including critical thinking to achieve creative typography and communication design solutions, complex grid structures and multi-page layouts, preparing students for design work in print-based media. Students will develop and adhere to publication design schedules found in the industry.

DES240 Brand and Identity Design I

Credit Hours: **3 Semester**
Prerequisites: **DES210**
Type: **Lecture/Studio**

COURSE DESCRIPTION

Students use the design process to analyze research, create and produce logos and identity elements that meet specific client objectives. Special attention is given to the role of brand, and brand strategy in the development of a graphic identity. Students will gain a solid understanding of the role that identity elements play in marketing and building brand awareness.

DES350 Advertising Design I

Credit Hours: **3 Semester**
Prerequisites: **DES240**
Type: **Lecture/Studio**

COURSE DESCRIPTION

Students develop the skills and knowledge necessary for creating advertising for businesses, organizations, products and services. Students will use critical thinking to produce finished advertisements and campaigns for print, web and new media. Students will learn how to identify, develop and produce consistent and cohesive messages while developing skills for collaborating with colleagues and clients.

DES311 Packaging and 3D Design I

Credit Hours: **3 Semester**
Prerequisites: **DES240**
Type: **Lecture/Studio**

COURSE DESCRIPTION

Students will explore the creation of design outside the limitations of 2-dimensional space. Students will construct 3-dimensional forms, explore the effects of color and texture, and create projects that may include package design, environmental graphics, wayfinding systems and product design. This course builds on the concept of collaboration and teamwork where students work together to push creative boundaries.

DES317 Advanced Publication Design

Credit Hours: **3 Semester**
Prerequisites: **DES235**
Type: **Lecture/Studio**

COURSE DESCRIPTION

Students design and produce a variety of multi-page publication types (i.e., brochures, magazines and books). Students will learn narrative concepts of visual storytelling and photo editing to design content-rich documents utilizing grid systems and typographic standards. Students will also learn correct electronic prepress file preparation and exporting of documents for interactive digital media.

DES450 Design Lab I

Credit Hours: 3 Semester
Prerequisites: DES212
Type: Lecture/Studio

COURSE DESCRIPTION

Students will work in a design studio environment to complete comprehensive, advanced projects. Students will have the opportunity to focus on advanced topics related to their individual field of interest within the practice of graphic design, including (but not limited to) product/package design, identity and branding, web and new media, 3-dimensional design, and research. A comprehensive approach to creating cohesive graphic imagery for projects across multiple delivery platforms will be emphasized.

DES312 Advanced Digital Illustration

Credit Hours: 3 Semester
Prerequisites: DES210
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This advanced course is intended for students wanting to expand their digital illustration techniques and fluency. Students will be required to utilize their drawing and sketching skills, expand on their knowledge of drawing and digital illustration tools, and explore a variety of styles and content in the creation of illustration projects that will be produced in digital form. Note: This is not a photo-centered course—students enrolling in this course should have intermediate to advanced drawing skills.

DES318 Digital Prepress

Credit Hours: 3 Semester
Prerequisites: DES235
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course covers the complex issues involved in producing a range of document types successfully when they must be printed using traditional offset lithography and commercial digital printing processes. Students will work through a series of projects that explore the relationships between different color spaces, color models and output devices. Students should become familiar with the limitations inherent within different reproduction systems, and gain an understanding of the technical solutions that will insure the best possible printed reproduction for a particular job. This course will also cover advanced color correction and preparation of images for reproduction. Technical discussions will cover proper file formats, bleeds, font issues, PDF settings, and bindery techniques

DES320 Web Design II

Credit Hours: 3 Semester
Prerequisites: DES220
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course expands on the fundamentals of website design. Students will use critical thinking to design web sites with an efficient navigational interface. Students will learn fundamentals of site construction using industry-standard web authoring tools and protocol such as HTML, CSS, and XML. Components of design such as typography, color, layout, and graphic file formats will be covered.

DES411 Packaging and 3D Design II

Credit Hours: 3 Semester
Prerequisite: DES311
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course builds on the concepts introduced in DES311 Packaging and 3D Design I. Students will expand their understanding of the subject matter by constructing complex projects in 3-dimensional space. Students will work on a wide variety of projects that may include package designs, product designs, environmental graphics for exhibits, building interiors/exterior, signage and wayfinding systems.

DES415 Publication Lab

Credit Hours: 3 Semester

Prerequisite: DES317

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Students will be responsible for design, art direction and digital production of a large, complex publication, advertising, photo editing, and correct prepress file preparation. Students may also explore publication design and production for delivery on the internet and new media. Students will participate in collaborative teams to develop their inter-personal communication skills.

DES420 Web Design III

Credit Hours: 3 Semester

Prerequisites: DES320

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

An advanced course in the understanding of web site development utilizing contemporary software tools and industry protocol. Note: Due to the rapidly changing web development environment, specific material and content covered in this course may change to keep pace with current technology and trends.

DES440 Brand and Identity Design II

Credit Hours: 3 Semester

Prerequisite: DES240

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This advanced level course further expands a student's skill set in developing identity systems, collateral design, and advertising that give visual representation to businesses, institutions, organizations, events, and individuals. Attention will be given to the difference between identity and brand and how graphic design plays a role in each. Students will have the opportunity to work with a single client to develop a comprehensive design program and information system that is based on their individual set of circumstances. Design ideas will be based on research and the creation of a design brief. Students are expected to trace the development of their design program through a progression of steps from thumbnail sketches to finished comprehensive designs.

DES451 Design Lab II

Credit Hours: 3 Semester

Prerequisites: DES450

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Students will work in a design studio environment to complete comprehensive, advanced projects. Students will have the opportunity to focus on advanced topics related to their individual field of interest within the practice of graphic design, including (but not limited to) product/package design, identity and branding, web and new media, 3-dimensional design, and research.

DES455 Advertising Lab

Credit Hours: 3 Semester

Prerequisite: DES250
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

An advanced advertising design course for students who anticipate going into advertising upon graduation. DES455 Advertising Lab I is designed to give advanced, upper-division students an opportunity to work in an advertising agency environment to complete real-world projects. A faculty member will oversee the student-run "agency", while students perform the duties of agency account and creative staff.

DES495 Design for New Media

Credit Hours: 3 Semester

Prerequisites: DES240

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course introduces design students to the realm of new media. Students will work on projects designed to stimulate their creative thinking on how branding strategies and multi-platform marketing can be presented across a broad spectrum of media and content delivery systems including websites, networking sites, blogs, video forums, tablets and mobile devices.

Film

FLM102 History of Film (Formerly ART302)

Credit Hours: 3 Semester Hours

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course examines the value and purpose and history of film from a variety of aesthetic, historical, sociological, and philosophical perspectives with the intent of developing an understanding and aesthetic appreciation for the cinema. Students will research and discuss selected film genres, styles, techniques, and meanings across various cultures and times.

FLM109 Production Workshop I (formerly PRO284)

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture/Lab

COURSE DESCRIPTION

An introduction to film and television production organization and logistics, this course explores the ways various crew functions are planned and combined for an effective shoot. Topics include pre-production planning, crew structure and protocol, location and studio considerations, basic set practices, set etiquette and basic legal considerations of producing a film.

FLM115 Audio Foundations

Credit Hours: 3 Semester

Prerequisite: FLM109, DCM170

Type: Lecture/Lab

COURSE DESCRIPTION

This course introduces the principles of audio recording and sound design using dialog, Foley, ambience and effects. Students explore recording systems and microphones with a series of projects designed to emphasize storytelling through the creative use of sound design. Post-production practices and techniques are considered including ADR, Foley, composite and final mix.

FLM280 Screenwriting I (formerly NAR280)**Credit Hours:** 3 Semester**Prerequisite:** NONE**Type:** Lecture**COURSE DESCRIPTION**

This course is an introductory workshop in Screenwriting emphasizing story, audience emotional response and building blocks. The basics of visual storytelling are examined as well as key structure and character elements.

FLM281 Directing I (formerly DIR281)**Credit Hours:** 3 Semester**Prerequisite:** FLM127, DCM170**Type:** Lectured**COURSE DESCRIPTION**

This course is an introductory workshop that explores the ways in which directors prepare for a shoot, including how to read a script analytically, interpreting story, theme and characters. Students will also investigate casting, rehearsal, blocking, scene coverage and camera placement.

FLM282 Cinematography I (Formerly CIN282)**Credit Hours:** 3 Semester**Prerequisite:** FLM117, FLM127, DCM170**Type:** Lecture/Lab**COURSE DESCRIPTION**

An in-depth consideration of cinematography principles, this course compares both film and digital image capture with a detailed exploration of 16mm film. The course combines lecture, lab, and shooting assignments outside of class. Students consider both technical and aesthetic concerns through shooting assignments using both film and video formats.

FLM283 Editing I (formerly PPW283)**Credit Hours:** 3 Semester**Prerequisite:** FLM127, DCM170**Type:** Lecture/Lab**COURSE DESCRIPTION**

This course provides the basic disciplines and vocabulary of the editing room and provides organizational and practical editing experience to prepare students for future sync-sound production. Post-production techniques including picture editing, sound and music editing, and mixing are considered.

FLM285 Production Workshop II (formerly PRO285)**Credit Hours:** 6 Semester**Prerequisite:** FLM283, DCM170**Type:** Lecture/Lab**COURSE DESCRIPTION**

This intermediate level course introduces students to sync-sound production in a crew structure and serves as a culmination of the preceding courses. Students combine the skills they have learned in an integrated, highly mentored workshop environment.

FLM309 Cinematography II (Formerly CIN309)**Credit Hours:** 3 Semester**Prerequisite:** FLM285, DCM270**Type:** Lecture/Lab**COURSE DESCRIPTION**

This course explores digital image acquisition for the story with an emphasis on the relationship between image capture and lighting. Camera workflow is explored from creative pre-production and planning through final color timing in post-production. The course combines lecture, lab, and shooting assignments outside of class. Students shoot a variety of assignments culminating in the shooting and color timing of a finished scene.

FLM317 Directing the Actor (formerly DIR317)

Credit Hours: 3 Semester

Prerequisite: FLM285, DCM270

Type: Lecture

COURSE DESCRIPTION This advanced directing course examines the unique relationship between the director and the actor. Students will become familiar with acting techniques and methods. Script analysis as applied to acting and directing is explored. Students participate as both actors and directors in assignment work for the course.

FLM320 Marketing Media (formerly COR420)

Credit Hours: 3 Semester

Prerequisite: FLM285, DCM270

Type: Lecture

COURSE DESCRIPTION This course explores the analysis, creative design and implementation of marketing content for clients in a range of media. Client image, training, conference and event production, teleconferencing and other communication needs are explored. The relationship between the producer and the client is emphasized through practical assignments with a real or fictional organization.

FLM325 Commercial Production

Credit Hours: 6 Semester

Prerequisite: FLM285, DCM270

Type: Lecture

COURSE DESCRIPTION

This course explores television commercial production through the creation of broadcast quality advertising for either a real or fictional client. Students work in teams to analyze client goals, write treatments and scripts, design the visual and audio approach to the project, and complete the principal photography and post-production of a finished commercial ad.

FLM326 Music Video Production (formerly PRO326)

Credit Hours: 6 Semester

Prerequisite: FLM285, DCM270

Type: Lecture

COURSE DESCRIPTION

This course consists of music video production that emphasizes storytelling and performance within the genre. Planning and storyboarding are emphasized to develop the best concept to portray the band or song performance for the audience. A brief history of shooting and editing techniques, a detailed analysis of the interrelationship between visual storytelling and music are also covered.

FLM339 Production Design

Credit Hours: 3 Semester

Prerequisite: FLM285, DCM270

Type: Lecture/Lab

COURSE DESCRIPTION

This course provides an in-depth exploration of the production design process including conceptualization, presentation, and implementation. Students create comprehensive design strategies for a film and explore

techniques, materials and strategies for maximizing production value with available resources. Topics include color, contrast, texture, style and the relationship between production design and cinematography in a finished film.

FLM346 Cinematography Portfolio (Formerly CIN346)

Credit Hours: 3 Semester

Prerequisite: FLM309

Type: Lecture/Lab

COURSE DESCRIPTION

An advanced workshop, this course explores image crafting in both narrative and commercial projects. Students emulate shots and scenes from existing projects including feature films and commercial advertisements, and then are expected to craft finished materials on the appropriate format of their choice.

FLM386 Advanced Editing (formerly PPW386)

Credit Hours: 3 Semester

Prerequisite: FLM285, DCM270

Type: Lecture/Lab

COURSE DESCRIPTION

The objective of this course is to provide students with the essential building blocks of the profession of film editing. Emphasis is placed on the techniques and protocol necessary to take a sync-sound narrative film through post-production. Topics include: telecine, media capture, setting up a professional editing room, creating a first assembly, sync-sound editing, and film and video finishing techniques. The course also considers the role of the assistant editor.

FLM390 Digital Post-Production (formerly PPW290)

Credit Hours: 3 Semester

Prerequisite: FLM285, DCM270

Type: Lecture/Lab

COURSE DESCRIPTION

This course introduces digital post-production effects, motion graphics for film and web design, and color correction techniques. Topics include computer-based techniques for compositing film and video, creating professional titles and menus, and perfecting the final image.

FLM398 Sound Design (formerly PPW398)

Credit Hours: 3 Semester

Prerequisite: FLM285, DCM270

Type: Lecture/Lab

COURSE DESCRIPTION

This course introduces digital and analog audio recording, editing and mixing using digital audio workstations. Topics include ADR, Foley, music editing, and final delivery.

FLM427 Feature Screenwriting I (formerly NAR427)

Credit Hours: 3 Semester

Prerequisite: FLM285, DCM270

Type: Lecture

COURSE DESCRIPTION

This course is a rigorous examination of professional feature screenwriting. Weekly assignments teach fundamentals of the screenwriting process including story, structure, character development, dialogue, form, and the business of screenwriting. Students develop outlines, treatments, and character histories that are critiqued weekly by both the instructor and fellow students.

FLM428 Feature Screenwriting II (formerly NAR428)**Credit Hours:** 3 Semester**Prerequisite:** FLM417**Type:** Lecture**COURSE DESCRIPTION**

An advanced screenwriting workshop based on assignments involving writing and rewriting a feature length script as well as reading fellow student's work for weekly critiques by the instructor and the class.

FLM429 Writing the Television Drama**Credit Hours:** 3 Semester**Prerequisite:** FLM417**Type:** Lecture**COURSE DESCRIPTION**

The course explores dramatic writing for television including concept, structure, character, dialogue, format, premise, and tone. Lectures, screenings, weekly assignments and in-class exercises provide students with the basic theory and practice of television writing as an art and craft with specific emphasis on the one-hour format.

FLM430 Writing the Television Comedy**Credit Hours:** 3 Semester**Prerequisite:** FLM417**Type:** Lecture**COURSE DESCRIPTION**

The course explores comedic writing for television including concept, structure, character, dialogue, format, premise, and tone. Lectures, screenings, weekly assignments and in-class exercises provide students with the basic theory and practice of television writing as an art and craft with specific emphasis on the half-hour format.

FLM484 Narrative Portfolio Pre-Production (formerly PRO484)**Credit Hours:** 3 Semester**Prerequisite:** FLM285, DCM270**Type:** Lecture**COURSE DESCRIPTION**

This advanced course combines script development and pre-production of a narrative portfolio project with a consideration of industry practices for project development and pre-production.

FLM485 Narrative Portfolio Production (formerly PRO485)**Credit Hours:** 3 Semester**Prerequisite:** FLM484**Type:** Lecture**COURSE DESCRIPTION**

This course is a narrative portfolio production workshop for students to complete principal photography of a narrative film.

FLM486 Narrative Portfolio Post-Production (formerly PPW486)**Credit Hours:** 3 Semester**Prerequisite:** FLM485**Type:** Lecture/Lab**COURSE DESCRIPTION**

This course serves as a sounding board for portfolio projects and encourages the collaboration of listening, critiquing, defending and absorbing criticism to create a better film. The course emphasizes planning and

organizational skills in post-production from editing through mastering including release printing. Students complete picture editing, sound design, final master elements and a plan for distribution to film festivals.

FLM488 Artist in Residence

Credit Hours: 3 Semester

Prerequisite: FLM285

Type: Lecture/Lab

COURSE DESCRIPTION

This course provides students an opportunity to collaborate with an established artist or artists in the collaboration of a film or new media project.

FLM490 Master Seminar (formerly MAS490)

Credit Hours: 3 Semester

Prerequisite: FLM285

Type: Lecture

COURSE DESCRIPTION A series of seminars either by an industry professional or senior Brooks Institute faculty. The course is a workshop environment with weekly evaluation of the topics covered and a culminating final project and exam.

Media

MDA362 Photo-Rich Multimedia

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course engages students in advanced skills necessary to navigate and take advantage of creating engaging multimedia projects. Focus is placed on the creative process in making photo-rich projects. Students will gain necessary skills for storyboarding, executing and launching projects.

MDA373 Creative Digital Imaging

Credit Hours: 3 Semester

Prerequisite: PTT262 all programs

Type: Lecture/ Lab

COURSE DESCRIPTION-Elective

Advanced techniques in the usage of image editing software to create creative color and effects. The focus will be on working with color, tone and specialized techniques in order to create stylized, vibrant and commercially viable images. Specific techniques will be taught to accomplish varying projects.

MDA375 HDRI/CGI Methods

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course is an introduction to High Dynamic Range Imaging (HDRI) and Computer Generated Imaging (CGI) as used in automotive and other types of advertising photography. The course introduces students to the basics of the digital capture of high dynamic range images and the compositing techniques of HDR images with CAD files of cars and other products in 3D rendering software. An additional fee is required to cover specialized software and hardware requirements specific to this course.

MDA380 Digital Retouching

Credit Hours: 3 Semester

Prerequisite: PTT214 all programs

Type: Lecture/ Lab

COURSE DESCRIPTION-Elective

This course emphasizes advanced techniques in the use of image editing software to retouch digital images. Emphasis will be placed on the use of precision tools and the understanding of the subtleties of good facial retouching. Students will also explore image restoration and retouching of product and architectural images.

MDA384 Digital Compositing

Credit Hours: 3 Semester

Prerequisite: PTT214 all programs

Type: Lecture/ Lab

COURSE DESCRIPTION-Elective

This course emphasizes advanced techniques in the use of image editing software to create image composites. The focus will be on the workflow beginning with concept through to completion of single images created from photographing, editing, color correcting and compositing individual elements. Techniques will be taught using different applications appropriate to achieving the desired results.

MDA392 Media and Marketing

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course engages students in advanced skills necessary to navigate and take advantage of new media, online and mobile marketing. In particular, the course will focus on building an effective, cohesive, and well-rounded marketing plan that will be implemented throughout a network of sources. Students will learn how to leverage new media to build stronger branding and client rapport. Emphasis will be placed on social networking, branding, marketing and media.

MDA432 Advanced Web Design

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/ Lab

COURSE DESCRIPTION-Elective

This course engages students in advanced skills necessary to create and launch commercially competitive and multifaceted web based marketing campaigns. Students explore how to work with developing a brand across multiple platforms and how to implement advanced technological solutions to make the brand cohesive and compelling. Emphasis is focused on creating and customizing an online portfolio using various CMS (content management systems) tools.

Photography

PTT270 Lighting People (Formally PHT211)

Credit Hours: 4 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture, Lab

COURSE DESCRIPTION

The objective of this course is to provide a survey of people photography and to advance the understanding of complementary portrait lighting, posing and working with models, both in studio and location situations. Studio

electronic flash is introduced at this level. Proficiency in printing and digital image editing is stressed. Development of student skills in digital image capture and processing continues.

PTT360 Creative Applications (formally PHT215)

Credit Hours: 4 Semester

Prerequisite: PTT270 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture, Lab

COURSE DESCRIPTION

The emphasis in this intermediate level course is on creativity, the enhancement of conceptual understanding and problem solving while reinforcing previously learned techniques. Modifying interior/exterior lighting to communicate a sense of space and/or time of day. An emphasis in lighting techniques is made to communicate mood and emotion. Introduction of the portfolio as a marketing tool, and discussion of portfolio presentation skills prepares students to construct a portfolio that is evaluated by a panel of reviewers. Basic photographic business practices are covered.

PTT380 Zone System Photography

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course teaches the techniques and applications of the Zone System as a valid and practical method of mastering black and white photography. The course requires thorough laboratory and field-testing of films, papers and developers. Practical field application of the tested materials is used to photograph personal and expressive subject matter of the student's choice.

Portraiture

PRT252 Intermediate Portrait Methods

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Control, execution, and an understanding of a variety of styles and subject matters will be covered in depth in this course with emphasis on posing, styling, and use of props. Artistic and technical principles will be applied to a more complex series of subjects and situations adding children and groups to the repertoire. Assignments will cover classic, contemporary and pictorial styles for both studio and environmental portraiture and window light. Professional business practices will be introduced along with further techniques in retouching and print enhancement.

PRT310 Wedding/Event Photography

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course is an introduction to professional wedding and event photography and emphasizes the process of image design for individuals, couples and groups, packaging, sales, marketing and presentation. The course presents both traditional and contemporary approaches to wedding/event photography, covering candid situations with a photojournalistic style. Assignments should generate images for presentation in the form of a wedding album portfolio.

PRT251 Power of the Portrait

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students learn the fundamentals of “mainstream” commercial portraiture. Applying traditional principles, this course works to establish confidence and control in lighting and posing, as well as final print production. Application of the principles of masculine and feminine posing, appropriate styling and props for portraiture and effective use of traditional lighting patterns and their significance in the modern marketplace will be emphasized

PRT375 Celebrity Portraiture (Formally POR290)

Credit Hours: 3 Semester Hours

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course introduces students to the world of Celebrity Photography. Students should learn the process of how to get into the celebrity photography market, including understanding the process of getting, producing and executing a professional celebrity photo shoot. The course introduces students to working with celebrity publicists, managers and agents, as well as magazine editors, photo editors and art directors. Attention is given to working with creative team members including makeup artists, wardrobe stylists, hair stylists and prop stylists. Specific attention is paid to developing one’s own personal style, lighting techniques, camera choices and format choices. Students are subjected to both studio and location environments.

Special Topics and Internships

SPT100 Special Topics

Credit Hours: 1 Semester

Prerequisite: None

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Selected special topics in visual journalism developed to expand the student’s industry knowledge and skill set, and to focus on a topic that is relevant to practice in the field.

SPT200 Special Topics

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Selected special topics in visual journalism developed to expand the student’s industry knowledge and skill set, and to focus on a topic that is relevant to practice in the field.

SPT300 Special Topics

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Selected advanced special topics in visual journalism developed to expand the student’s industry knowledge and skill set, and to focus on a topic that is relevant to practice in the field.

VJN491 Industry Internship I

Credit Hours: 6 Semester
Prerequisite: VJN260
Type: On-site Internship

COURSE DESCRIPTION- Elective

This course facilitates a real world experience in a professional photographic workplace. The Academic Department, The Department Career services and the on-site mentor structure individualized learning experiences for maximum benefit to the student. The Internship is a monitored and documented experience that assists students with the transition from the classroom to the entry-level work environment. Minimum 270 hours.

VJN492 Industry Internship II

Credit Hours: 3 Semester Hours
Prerequisite: VJN260
Type: On-site Internship

COURSE DESCRIPTION-Elective

This course facilitates a real world experience in a professional photographic workplace. The Academic Department, The Career Services Department and the on-site mentor structure individualized learning experiences for maximum benefit to the student. The Internship is a monitored and documented experience that assists students with the transition from the class to field. Minimum of 135 hours.

SCHOOL OF PHOTOGRAPHY

Bachelor of Fine Arts Degree in Professional Photography

Mission

The mission of the **Bachelor of Fine Arts Degree in Professional Photography** program is to prepare students for careers in the field of professional photography through a philosophy of “learning by doing.” The program is designed to educate all students in basic and intermediate photographic skills through a shared Lower Division. Students develop a creative style and visual problem-solving skills while engaging in specialized market areas and techniques in the Upper Division. The program integrates liberal arts, professional business practices and ethics with a core photography and media production curriculum that prepares students for the creative, business, and technical challenges of a professional photography career.

Program DESCRIPTION

The 120 semester credit **Bachelor of Fine Arts in Professional Photography** prepares students for careers in the field of professional photography. The cross-platform philosophy combined with the experiential learning provided by professional photographers/ instructors provides a unique and innovative technical education that develops graduates with a creative style and unique visual problem-solving skills. The program combines 75 semester credits of core photography classes, including business course work, and 45 semester credits of general education studies.

Upon Completion of the Professional Photography Program, students should be able to:

- Effectively use contemporary photographic tools. (Visual Literacy, Adept)
- Effectively use photographic media and asset management software. (Adept)
- Effectively collaborate to accomplish professional goals. (Collaboration)
- Develop and implement an effective marketing program. (Problem Solver)
- Understand professional business and ethics standards. (Ethics)
- Apply creative and sophisticated visual solutions to the challenges of producing visual MDAia. (Problem Solver, Visual Literacy)
- Apply effective professional communication skills. (Communication)
- Develop a lifelong learning pattern. (Adept)
- Understand the principals of business management. (Problem Solver, Adept)

Core Requirements		Credits
ART122	History of Photography	3
CMO364	Video for Photographers	3
CMO496	Photography Capstone	3
MDA373	Creative digital Imaging	3
PTT111	Photography Foundation	3
PTT114	Visual Design	3
PTT124	Digital Imaging I: Digital Asset Management	1
PTT130	Lighting Theory	3
PTT134	Digital Imaging II: Workflow	2
PTT214	Digital Workflow	3
PTT260	Lighting Studio	4
PTT262	Digital Imaging III: Processing Fundamentals	3
PTT270	Lighting People	4
PTT360	Creative Applications	4
Total		42

Electives

PTTELE	PTT Elective	3
PTTELE	PTT Elective	3

PTTELE	PTT Elective or Internship	3
PTTELE	PTT Elective	3
PTTELE	PTT Elective	3
PTTELE	PTT Elective	3
PTTELE	PTT Elective	3
	Total	21

Business

BUS101	Introduction to Business	3
BUS201/281	Accounting	3
BUS302/382	Business Law	3
BUS202	Finance	3
Total		12

General Education

HUM210	History of Art	3
SOC100	Public Speaking	3
ENG101	English Composition	3
ENG201	Advanced English Composition	3
ENGELE	300 Level English	3
HUM101	Introduction to Humanities	3
HUM200	Western Civilization	3
HUMELE	400 HUM Elective	3
HUM403/483	History and Systems	3
MAT101	College Math	3
SOC110	Psychology	3
SOCELE	300 Level Soc.	3
SOCELE	400 Level Soc.	3
SOC300	Business and Professional Communication	3
SCI200	Science	3
Total		45

Total Semester Creditsw **120**

1st Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
PTT111	Photography Foundation	NONE	3	4	L/S
ART122	History of Photography	NONE	3	3	L
PTT124	Digital Imaging I: Digital Asset Management	NONE	1	2	S
MAT101	College Mathematics	MAT099/ACUPL	3	3	L
ENG101	English Composition	ENG099/ACUPL	3	3	L

Total			13	15	
2nd Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
PTT130	Lighting Theory	PTT111	3	4	L/S
PTT114	Visual Design	PTT111	3	4	L/S
PTT134	Digital Imaging II: Workflow	PTT124	2	3	L/S
SOC100	Public Speaking	NONE	3	3	L
HUM101	Introduction to Humanities	NONE	3	3	L
Total			14	17	
3rd Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
PTT260	Lighting Studio	PTT130	4	4	L/S
PTT262	Digital Imaging III: Processing Fundamentals	PTT134	3	4	L/S
BUS101	Introduction to Business	MAT101	3	3	L
HUM210	Art History	NONE	3	3	L
SOC110	Introduction to Psychology	NONE	3	3	L
Total			16	17	
4th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
PTT270	Lighting People	PTT212	4	4	L/S
PTT214	Digital Workflow	PTT260	3	4	L/S
ENG201	Advanced English Composition	ENG101	3	3	L
HUM200	Western Civilization	HUM101	3	3	L
SCI200	Science	MAT101	3	3	L
Total			16	17	
5th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
PTT360	Creative Applications	PTT211	4	4	L/S
CMO364	Video for Photographers	PTT211	3	4	L/S
BUS201/281	Accounting	BUS101	3	3	L
ENGELE	One 300 level ENG course	ENG201	3	3	L
SOCELE	One 300 level SOC course		3	3	L
	Total		16	17	
6th Semester					

Number	Course Name	Pre Req.	Credits	Contact Hours	Type
MDA373	Creative Digital Imaging	PTT262	3	4	L/S
PTTELE	Core Elective		3	4	L/S
PTTELE	Core Elective		3	4	L/S
BUS302/382	Business Law	BUS101	3	3	L
BUS202	Finance	BUS101	3	3	L
	Total		15	18	
7th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
PTTELE	Core Elective or Internship		3	4	L/S
PTTELE	Core Elective		3	4	L/S
PTTELE	Core Elective		3	4	L/S
HUM403/483	History and Systems	HUM101, ENG201	3	3	L
HUMELE	One 400 level HUM course	HUM101, ENG201	3	3	L
Total			15	18	
8th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
CMO496	Photography Capstone	PTT360	3	4	L/S
PTTELE	Core Elective		3	4	L/S
PTTELE	Core Elective		3	4	L/S
SOC300	Business and Professional Communication	SOC100, BUS101	3	3	L
SOCELE	One 400 level SOC		3	3	L
Total			15	18	

BFA Professional Photography Course Descriptions

Business

BUS101 Introduction to Business

Credit Hours: 3 semester

Prerequisite: MAT101

Type: Lecture

COURSE DESCRIPTION

This is the foundational course for the business module. The course introduces students to the functional areas of business, such as accounting, finance, marketing and management. Students will have the opportunity to learn about the forms of business organization, small business ownership and operating in global economy. Particular attention is given to the importance of planning and the critical components of business plans, including selecting

the appropriate business form, analysis of potential markets, the assessment of start-up costs and income projection.

BUS201 Accounting

Credit Hours: 3 semester

Prerequisite: BUS101

Type: Lecture

COURSE DESCRIPTION

This course covers the principles of accounting depicting the flow of money through a business. The complete accounting cycle is introduced and developed including the journalizing and posting transaction, preparation of financial statements and payroll.

BUS281 Accounting Online (formerly ACC282)

Credit Hours: 3 Semester

Prerequisite: BUS101

Type: Lecture

COURSE DESCRIPTION

This is an online course in which students can obtain a general knowledge of accounting depicting the flow of money through a business. A complete accounting cycle is studied including journalizing and posting transactions, preparation of financial statements, inventories, assets, and payroll.

BUS302 Business Law

Credit Hours: 3 Semester

Prerequisites: BUS101

Type: Lecture

COURSE DESCRIPTION

This course introduces students to basic principles of jurisprudence and to the United States legal system. Students examine those laws that impact business activities, which include laws pertaining to contracts, corporations and business organizations, employment and agency, property and intellectual property (patents, trademarks, trade secrets, and copyrights). Specific attention is given to legal issues related to the visual arts, such as cyber law, copyright, privacy rights and First Amendment rights.

BUS382 Business Law Online (formerly BUS431)

Credit Hours: 3 Semester

Prerequisites: BUS101

Type: Lecture

COURSE DESCRIPTION

This is an informative survey of various aspects of business operations and laws that impact how business activities are conducted. Specific attention is given to issues related to the visual arts, such as trademark, patent and intellectual property issues. Additional topics include the legal system, tort theory, contracts, credit and collection laws, business options, agency, liability, employment and government.

BUS202 Finance

Credit Hours: 3 Semester

Prerequisite: BUS101

Type: Lecture

COURSE DESCRIPTIONS

This course covers the principles of Finance and introduces students to the planning discipline, time value of money, risk management and valuation techniques. The course further develops the process of financial analysis that was introduced in earlier courses.

History

ART122 History of Photography (Formally ART301)

Credit Hours: 3 Semester Hours

Prerequisite: NONE

Type: Lecture

COURSE DESCRIPTION

This course will trace rise of image making from the beginning of the 19th century to the present. The interrelationship of technology, medium, process and aesthetics will be explored; and the implications and consequences of an increasingly image-dense society will be discussed. The concept of “seeing” and the barriers to seeing clearly will be covered. The requirement of any image-maker to be alert and attentive to the environment around them – social, economic, political and cultural, as well as physical – will be woven throughout the course.

Photography

CMO364 Video for Photographers (formally CMM262)

Credit Hours: 3 Semester

Prerequisite: PTT130

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This is an introduction to video production with strong emphasis on pre-production, camera handling, sound, graphics and editing. Students will be introduced to HD video cameras and VSLR's (video still camera hybrids) and the postproduction tools and techniques required of each to produce finished films and multimedia projects.

MDA373 Creative Digital Imaging (formerly MED373)

Credit Hours: 3 Semester

Prerequisite: PTT262 all programs

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Advanced techniques in the usage of image editing software to create creative color and effects. The focus will be on working with color, tone and specialized techniques in order to create stylized, vibrant and commercially viable images. Specific techniques will be taught to accomplish varying projects.

PTT111 Photography Foundation(formerly PHT111)

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture/Studio

COURSE DESCRIPTION

Basic photographic techniques are introduced to familiarize the incoming students with digital SLR cameras and their operation. The course introduces students to the basics of digital capture and the basic aspects of digital imaging exposure and management. Appropriate submission standards and presentation are emphasized. Basic video capture using a DSLR to obtain clips is explored. An emphasis on the photographer as critical thinker is explored through various assignments throughout this course.

PTT114 Visual Design (formerly PHT114)

Credit Hours: 3 Semester

Prerequisite: PTT111

Type: Lecture/Studio

COURSE DESCRIPTION

This course introduces students to the ideas, methodologies, principles, and elements that comprise a common

knowledge base important to all design disciplines. Focus will be on developing a cultural, global, and historical context, with an emphasis on esthetic issues important to the professional photographer. Through analysis and hands-on exercises, students will explore visual elements of two and three dimensional form, space, and color.

PTT124 Digital Imaging I: Digital Asset Management

Credit Hours: 1 Semester

Prerequisite: None

Type: Lab

COURSE DESCRIPTION

This course emphasizes current theories, concepts and research in the field of digital asset management. The course focuses on understanding the platforms and applying the applications, hardware and general practices to control and manage digital files.

PTT130 Lighting Theory (Formally PHT130)

Credit Hours: 3 Semester

Prerequisite: PTT111

Type: Lecture/ Studio

COURSE DESCRIPTION

This course is designed to develop understanding and control of lighting and the practical application of various qualities of light in any environment. The emphasis of this course is location lighting. Situations are studied to understand limitations, advantages, and disadvantages of various lighting environments and methods. Portable electronic flash is used extensively in this course. Development of student skills in digital imaging continues.

PTT134 Digital Imaging II: Workflow

Credit Hours: 2 Semester

Prerequisite: PTT124

Type: Lecture/Studio

COURSE DESCRIPTION

This course covers current practices and concepts related to basic digital image workflow from camera to print. The course continues the understanding of workflow platforms and applying the applications, hardware and general practices to control and manage digital image files. In addition, the student will begin to understand and practice manipulating the basic density, contrast, and color of a digital image.

PTT214 Digital Workflow (formerly PHR214)

Credit Hours: 3 Semester

Prerequisite: PTT260 or PJN299

Type: Lecture/Studio

COURSE DESCRIPTION

This course introduces students to digital color concepts, technologies, and methodologies. Topics include: color perception, color models and color gamut, digital color correction, color management and introduction to offset printing. A production fee is required for this course.

PTT260 Lighting Studio (Formally PHT212)

Credit Hours: 4 Semester

Prerequisite: PTT130

Type: Lecture/Studio

COURSE DESCRIPTION

Students apply theories of light control in a studio tabletop environment. Large format camera techniques are introduced and applied. Precise control of reflective surfaces is emphasized. Product and storytelling still life images

are the primary focus. Digital imaging skills are further developed, especially in terms of accurate rendering of the subject, composite images, digital capture and production workflow methods.

PTT262 Digital Imaging III

Credit Hours: 3 Semester

Prerequisite: PTT134

Type: Lecture/Studio

COURSE DESCRIPTION:

This course emphasizes the fundamental use of digital image editing software for image processing purposes. Different applications will be used to control and enhance digital images for a variety of output devices.

PTT270 Lighting People (Formally PHT211)

Credit Hours: 4 Semester

Prerequisite: PTT130

Type: Lecture/Studio

COURSE DESCRIPTION

The objective of this course is to provide a survey of people photography and to advance the understanding of complementary portrait lighting, posing and working with models, both in studio and location situations. Studio electronic flash is introduced at this level. Proficiency in printing and digital image editing is stressed. Development of student skills in digital image capture and processing continues.

PTT360 Creative Applications (formally PHT215)

Credit Hours: 4 Semester

Prerequisite: PTT270

Type: Lecture/Studio

COURSE DESCRIPTION

The emphasis in this intermediate level course is on creativity, the enhancement of conceptual understanding and problem solving while reinforcing previously learned techniques. Modifying interior/exterior lighting to communicate a sense of space and/or time of day. An emphasis in lighting techniques is made to communicate mood and emotion. Introduction of the portfolio as a marketing tool, and discussion of portfolio presentation skills prepares students to construct a portfolio that is evaluated by a panel of reviewers. Basic photographic business practices are covered.

CMO496 Photography Capstone (formerly CMM496)

Credit Hours: 3 Semester

Prerequisite: PTT360

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course will prepare students for entering the business of Professional Photography. Students explore career development strategies and essential business practices in their field of interest. Students will work on branding their own business identity and assembling a portfolio and website. Students must successfully complete a graduating portfolio review as part of their course. Preparation for the review is included in the class.

Electives

Advertising

ADR231 Fashion Photography I (formerly ADV231)

Credit Hours: 3 Semester

Prerequisite: PTT270 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This advanced elective develops the student's process of producing and executing a professional fashion shoot. Students have the opportunity to work with amateur and professional models, professional hair/makeup artists, and professional wardrobe stylists as part of a creative team. Specific attention is paid to lighting and processing techniques unique to contemporary fashion photography.

ADR291 Art Directors Point of View (formerly ADV291)

Credit Hours: 3 Semester

Prerequisite: PTT270 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course presents the skills of concept, composition, and design of the advertising photograph by introducing the techniques of creating a photograph with knowledge of how the viewer will respond to the image. The importance of color, value relationships, line and tone is stressed. Course activities involve an integration of photography, typography and graphic design using various media with photography. The importance of meeting a client's specific needs and expectations is stressed.

ADR322 Advertising Photo Concepts (formerly ADV322)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Students concentrate on conceptual problem solving for advertising. Emphasis is placed on meeting a client's needs and expectations. Special attention is focused on big set production including set building, pricing, invoicing and delivery.

ADR323 Advanced Advertising Photography (formerly ADV323)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Photography of people, places, and things in the advertising and editorial arena is emphasized. Specific subjects covered are fashion, people in advertising, and editorial portraiture and include studio and location assignments. The importance of design in creating effective imagery and using words to trigger imagery is given special attention along with critical thinking.

ADR332 Fashion Photo Industry (formerly ADV232)

Credit Hours: 3 Semester

Prerequisite: ADR231 Fashion Photography I

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This advanced course requires the highest levels of pre-production and production of contemporary fashion images. There will be an emphasis on real work experience and an in-depth exposure to the L.A. fashion industry. Students will have the opportunity to learn how to develop working relationships with modeling agencies and other creative professionals. Lighting and styling techniques will be refined to produce a body of professional level images suitable for the editorial-fashion or advertising-fashion markets.

ADR376 Automotive Photography (formally ADV272)

Credit Hours: 3 Semester
Prerequisite: PTT360 for PP, VJN292 for VJ, FLM117 for FLM
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

The student develops the fundamentals of automotive photography including lighting techniques, location shooting, and car preparation techniques. Students also visit top ranked automotive photographers and art directors to discuss their work in this field. Field trips to an automotive photography studio and a class shoot on location emphasize proper production and job cost procedures.

ADR415 Beauty/Glamour Photography (formerly ADV415)

Credit Hours: 3 Semester
Prerequisite: PTT360 for PP, VJN292 for VJ, FLM117 for FLM
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course is designed to produce a professional-level beauty portfolio appropriate for the advertising and editorial markets in fashion, beauty, glamour, and cosmetics. Topics covered include understanding the audience demographics; importance of pre- production; specialized lighting techniques; cost analysis; marketing in this field; and understanding the stylistic approaches in the contemporary beauty photography genre. Post-production techniques presented will focus on preparing images that meet the high standards for publication in this field.

ADR422 Advanced People Photography (formerly ADV422)

Credit Hours: 3 Semester
Prerequisite: PTT360 for PP, VJN292 for VJ, FLM117 for FLM
Type: Lecture/Studio

COURSE DESCRIPTION- Elective

Students produce a professional-level *people* portfolio with the kind of diversity that illustrates conceptual sophistication coupled with the simplicity of dynamic impact. Photographing people for advertising involves many elements from pre-production to specialized lighting situations. Emphasis is placed on dealing with talent agencies, hair/make-up artists, photo-styling, working with legal contracts and developing directing and motivational skills. These situations are explored by combining creativity enhancement assignments with real-world hands on experience.

ADR470 Food Photography (formerly ADV470)

Credit Hours: 3 Semester
Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course engages students in the production of quality food photography in an authentic professional environment. Topics include the areas of hot and cold foods, location and studio set-ups, and advertising and editorial differences. The workings of the food studio and the interaction between photographer and food stylist are presented through lecture and studio demonstration. Emphasis is given to research, preproduction and cost analysis that would prepare the student to meet the highest industry standards. Guest lectures with specialties in food photography are planned.

ADR486 Advanced Tabletop Photography (formerly ADV486)

Credit Hours: 3 Semester
Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This is an advanced course in which students will be expected to produce a body of work that would be consistent with highest industry standards. Through lecture and demonstration, traditional and alternative tabletop techniques may be employed to express one's personal vision. Guest lectures on a variety of current trends in tabletop photography are planned. An emphasis will also be placed on research, pre-production, cost analysis and marketing one's work.

ADR493 Advertising Industry (formerly ADV493)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students are taught how to approach, identify and solve creative photographic problems for consumer advertising. Emphasis is given to research, pre-production and the professional execution of photographs that meet the highest industry standards. Guest lecturers and discussions with professionals are planned as part of the course. Students must successfully complete a graduating portfolio review as part of this course. Preparation for the review is included in this capstone course for students with an advertising and Commercial Photography emphasis.

Commercial

CMO221 In-Water Photography (formerly CMM221)

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This course introduces students to the production of images in the underwater environment. The theory of light underwater, underwater lighting tools, and close-up photography techniques are all taught during a series of lectures, pool sessions and sea trips. Specialized equipment choices, techniques, and maintenance are presented through lectures and demonstrations and practical experience gained through assignments in wet environments. Course participants are not required to hold scuba certification but those who wish to scuba dive must possess advanced scuba certification. An excursion fee is required for this course.

CMO225 Natural History Photography (formerly CMM225)

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

The testing and evaluation of specialized photo equipment and techniques used in natural history photography are presented through lectures, demos and field trips to local and regional wilderness areas. Students are introduced to ethical photographic practices, working with live subjects, and photographic design through presentations and assignments in the natural world. Business topics covering freelance marketing, fine art, and commercial assignments are presented and discussed during lectures.

CMO270 Travel Photography (formerly CMM270)

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Techniques and marketing of leisure travel photography for students who wish to make travel photography a major component of their professional career. Topics covered include: preparation for the travel photo assignment;

techniques for photographing people, activities, food, architecture, cities and landscapes; equipment choices for travel photography; the business of assignments and stock in the travel market; editing and preparing submissions; and travel skills.

CMO295 Stock Photography (formerly CMM295)

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This comprehensive course covers the business and production of stock photography. Assignments are based on interpreting the needs of stock photo clients and how to create conceptual images that solve problems for the buyers of images. Additional topics include stock agencies and portals, marketing techniques, key wording, presentation and distribution of submissions, and the business of stock.

CMO323 Scientific Photography (formerly CMM323)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, PTT130 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This is an introductory course to the broad field of scientific imaging. This course covers the special techniques necessary to utilize photography as a tool for the scientist and researcher. Emphasis is placed on recording effects that are normally invisible to the human eye. Special optical apparatus as well as common instruments such as the microscope and telescope are coupled to the camera in order to extend human vision.

CMO324 Lighting Spaces (formerly CMM324)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This class embraces new technology and the ever-evolving marketplace that is more than just still images and aims to create not just photographers but media producers. The course offers photographic specialty skills in lighting spaces relative to their other skill sets including portraiture, travel, photojournalism, fashion, and still life. Students learn to incorporate advanced digital lighting tools to supplement their photographic styles and learn to shoot and produce multimedia presentations, create HDR images, and use other advanced production techniques. Students are instructed in business practices including promotional materials and marketing. Guest speakers provide further information about the ever-expanding field. Evaluation is based on assignment completion and a final portfolio with promo.

CMO372 Action Sports Photography (formally CMM275)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

This comprehensive course covers the techniques, production, equipment, and marketing of action and adventure sports photography for editorial, advertising and stock clients. Topics covered will apply to all sports photography. Subjects and examples will emphasize action and adventured sports. Topics covered include: essential exposure, focusing, and camera handling techniques; equipment for sports photography (including telephoto lenses, specialized equipment, and remote cameras); safety; covering the event over which you have no control vs. the event which you can control; extreme shooting conditions; and professional practices (locations, model releases, editing, captioning, and submissions).

CMO374 Lifestyle Photography (formally CMM296)**Credit Hours:** 3 Semester**Prerequisite:** PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM**Type:** Lecture/Studio**COURSE DESCRIPTION-Elective**

The techniques and marketing of lifestyle photography for students who wish to incorporate lifestyle photography into their professional career. Topics covered include: identification of the different markets of leisure, business, stock and catalog usage; photography techniques using a wide range of lifestyle subjects; building production teams, pre- production forms and storyboarding; matching models, wardrobe and location for message continuity; development of editing skills and marketing strategies for both assignment and stock clients.

CMO411 Architectural Photography (formerly CMM411)**Credit Hours:** 3 Semester**Prerequisite:** PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM**Type:** Lecture/Studio**COURSE DESCRIPTION-Elective**

This class concerns itself with two main aspects of Architectural Photography; Architectural Exteriors and Interiors emphasizing the use of tungsten, strobe, and digital techniques. Students interact with architects, designers, and contractors as clients and produce work that meets their criteria. Guest speakers and location demonstrations further enhance their understanding of the field. Evaluation is based on completion of the client projects and a final portfolio.

CMO424 Stop-Action Photography (formerly CMM424)**Credit Hours:** 3 Semester**Prerequisite:** PTT360 for PP, VJN292 for VJ, FLM117 for FLM**Type:** Lecture/Studio**COURSE DESCRIPTION-Elective**

This course introduces the special equipment and techniques necessary to reveal, study and photograph motion. Events that occur too fast for the eye to see are slowed or frozen with the camera, allowing them to be analyzed. Conversely, events that move too slowly to be noticed can be accelerated and made apparent with methods introduced in this course.

CMO425 Imaging Time (formerly CMM425)**Credit Hours:** 3 Semester**Prerequisite:** CMO364, or VJN292, or FLM117**Type:** Lecture/Studio**COURSE DESCRIPTION-Elective**

Students manipulate time through the use of specialized camera and editing techniques. Slow-motion shots can add emphasis and emotion to a video production. High-speed video capture can reveal events for scientific and engineering studies. Advanced time-lapse techniques can compress time. The methods covered in this course add a range of tools for enhancing the communication of our visual expressions.

Media**MDA351 Layout and Design** (formerly MED351)**Credit Hours:** 3 Semester**Prerequisite:** PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM**Type:** Lecture/Studio**COURSE DESCRIPTION-Elective**

This course concentrates on the use of the computer as an illustration and page layout tool. Students will engage in in-depth work with page layout and ancillary software programs, with the goal of creating layouts to accompany photographs in a final page design. The course introduces students to work in print-based and electronic media. The layout and design skills covered provide a strong foundation for work in print advertising, magazine and book layout, multimedia, web or other forms of visual presentation.

MDA361 Web Site Development (formerly MED361)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture /Lab

COURSE DESCRIPTION-Elective

This course provides students with the basic skills and knowledge necessary to successfully construct web sites, understand issues related to the World Wide Web, and keep current with this rapidly changing technology. Emphasis is placed on planning and design, image and graphics preparation, interactivity of sites, navigation, and site management. Course participants create finished, on-line, operative sites utilizing their own photography, video, artwork, and concepts.

MDA362 Photo-Rich Multimedia (formerly MED362)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course engages students in advanced skills necessary to navigate and take advantage of creating engaging multimedia projects. Focus is placed on the creative process in making photo-rich projects. Students will gain necessary skills for storyboarding, executing and launching projects.

MDA375 HDRI/CGI Methods (formerly MED375)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course is an introduction to High Dynamic Range Imaging (HDRI) and Computer Generated Imaging (CGI) as used in automotive and other types of advertising photography. The course introduces students to the basics of the digital capture of high dynamic range images and the compositing techniques of HDR images with CAD files of cars and other products in 3D rendering software. An additional fee is required to cover specialized software and hardware requirements specific to this course.

MDA380 Digital Retouching

Credit Hours: 3 Semester

Prerequisite: PTT214 all programs

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course emphasizes advanced techniques in the use of image editing software to retouch digital images. Emphasis will be placed on the use of precision tools and the understanding of the subtleties of good facial retouching. Students will also explore image restoration and retouching of product and architectural images.

MDA384 Digital Compositing

Credit Hours: 3 Semester

Prerequisite: PTT214 all programs

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course emphasizes advanced techniques in the use of image editing software to create image composites. The focus will be on the workflow beginning with concept through to completion of single images created from photographing, editing, color correcting and compositing individual elements. Techniques will be taught using different applications appropriate to achieving the desired results.

MDA392 Media and Marketing

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course engages students in advanced skills necessary to navigate and take advantage of new media, online and mobile marketing. In particular, the course will focus on building an effective, cohesive, and well-rounded marketing plan that will be implemented throughout a network of sources. Students will learn how to leverage new media to build stronger branding and client rapport. Emphasis will be placed on social networking, branding, marketing and media.

MDA432 Advanced Web Design (formerly MED432)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture, Lab

COURSE DESCRIPTION-Elective

This course engages students in advanced skills necessary to create and launch commercially competitive and multifaceted web based marketing campaigns. Students explore how to work with developing a brand across multiple platforms and how to implement advanced technological solutions to make the brand cohesive and compelling. Emphasis is focused on creating and customizing an online portfolio using various CMS (content management systems) tools.

Photography

PTT380 Zone System Photography (formerly PHT380)

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course teaches the techniques and applications of the Zone System as a valid and practical method of mastering black and white photography. The course requires thorough laboratory and field-testing of films, papers and developers. Practical field application of the tested materials is used to photograph personal and expressive subject matter of the student's choice.

Portraiture

PRT252 Intermediate Portrait Methods (formerly POR252)

Credit Hours: 3 Semester

Prerequisite: PTT130 for PP, VJN150 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Control, execution, and an understanding of a variety of styles and subject matters will be covered in depth in this course with emphasis on posing, styling, and use of props. Artistic and technical principles will be applied to a more complex series of subjects and situations adding children and groups to the repertoire. Assignments will cover classic, contemporary and pictorial styles for both studio and environmental portraiture and window light.

Professional business practices will be introduced along with further techniques in retouching and print enhancement.

PRT251 Power of the portrait (formerly POR251)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Students learn the fundamentals of “mainstream” commercial portraiture. Applying traditional principles, this course works to establish confidence and control in lighting and posing, as well as final print production. Application of the principles of masculine and feminine posing, appropriate styling and props for portraiture and effective use of traditional lighting patterns and their significance in the modern marketplace will be emphasized

PRT310 Wedding/Event Photography(formerly POR310)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course is an introduction to professional wedding and event photography and emphasizes the process of image design for individuals, couples and groups, packaging, sales, marketing and presentation. The course presents both traditional and contemporary approaches to wedding/event photography, covering candid situations with a photojournalistic style. Assignments should generate images for presentation in the form of a wedding album portfolio.

PRT375 Celebrity Portraiture (Formally PHT290)

Credit Hours: 3 Semester Hours

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

This course introduces students to the world of Celebrity Photography. Students should learn the process of how to get into the celebrity photography market, including understanding the process of getting, producing and executing a professional celebrity photo shoot. The course introduces students to working with celebrity publicists, managers and agents, as well as magazine editors, photo editors and art directors. Attention is given to working with creative team members including makeup artists, wardrobe stylists, hair stylists and prop stylists. Specific attention is paid to developing one’s own personal style, lighting techniques, camera choices and format choices. Students are subjected to both studio and location environments.

PRT494 Portraiture Industry (Formally PHT494)

Credit Hours: 3 Semester

Prerequisite: PTT360 for PP, VJN292 for VJ, DES300 for GD, FLM117 for FLM

Type: Lecture/Studio

COURSE DESCRIPTION-Elective

The student portraitist plans and produces a professional portfolio. This portfolio consists of prior work plus new images that represent today’s primary portrait product lines. To enhance the understanding of daily studio activities and concerns, the student visits working professionals in wedding and/or portrait studios. Lecture/discussion focuses on preparing for the job market and employer-employee considerations. Students must successfully complete a graduating portfolio review as part of this course.

Special Topics and Internships

SPT100 Special Topics

Credit Hours: 1 Semester
Prerequisite: None
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Selected special topics in photography developed to expand the serious photography student's industry knowledge and skill set, and to focus on a topic that is relevant to practice in their field.

SPT200 Special Topics

Credit Hours: 2 Semester
Prerequisite: None
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Selected mid-level special topics in photography developed to expand the serious photography student's industry knowledge and skill set, and to focus on a topic that is relevant to practice in their field.

SPT300 Special Topics

Credit Hours: 3 Semester
Prerequisite: None
Type: Lecture/Studio

COURSE DESCRIPTION-Elective

Selected advanced special topics in photography developed to expand the serious photography student's industry knowledge and skill set, and to focus on a topic that is relevant to practice in their field.

PTT491 Industry Internship I

Credit Hours: 6 Semester
Prerequisite: MDA373
Type: On-site Internship

COURSE DESCRIPTION- Elective

This course facilitates a real world experience in a professional photographic workplace. The Academic Department, The Department Career services and the on-site mentor structure individualized learning experiences for maximum benefit to the student. The Internship is a monitored and documented experience that assists students with the transition from the classroom to the entry-level work environment. Minimum 270 hours.

PHO492 Industry Internship II

Credit Hours: 3 Semester Hours
Prerequisite: MDA373
Type: On-site Internship

COURSE DESCRIPTION-Elective

This course facilitates a real world experience in a professional photographic workplace. The Academic Department, The Career Services Department and the on-site mentor structure individualized learning experiences for maximum benefit to the student. The Internship is a monitored and documented experience that assists students with the transition from the class to field. Minimum of 135 hours.

DCM170 Documentary Film Production I

Credit Hours: 3 Semester
Prerequisite: none
Type: Lecture/Lab

COURSE DESCRIPTION

A comprehensive introduction to documentary film production and post production of both MOS and sync sound projects. The course provides an overview of film language, narrative structure, cinematography, interview technique, pre-production, sound, and editing to support non-fiction and documentary filmmaking.

DCM171 Documentary Film Production I Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with DCM170

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken with DCM170 Documentary Film Production I. Editing, cinematography, and sound design strategies in the framework of documentary production are developed.

JOR201 Journalism I

Credit Hours: 3 Semester

Prerequisite: ENG101

Type: Lecture/Lab

COURSE DESCRIPTION

An introductory journalism course emphasizing fundamental reporting skills utilized by newsgathering media outlets. The course covers methods for gathering and reporting news, assessing news value, story research, story structure, credibility of information and news judgment.

VJN140 Visual Journalism I (Formerly PJN120)

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture/Lab

COURSE DESCRIPTION

An introduction to visual journalism that presents materials in basic photojournalism techniques, information gathering, captioning and the use of computer programs to interpret images. The emphasis throughout the class will be on visual journalism storytelling.

VJN141 Visual Journalism I Lab

Credit Hours: 1.5 Semester

Prerequisite: Taken concurrently with VJN140

Type: Lecture/Lab

COURSE DESCRIPTION

This lab is taken concurrently with VJN140 Visual Journalism I. Digital asset management, digital enhancement techniques and workflow will be covered.

VJN160 Audio Documentary (formerly PJN160)

Credit Hours: 3 Semester

Prerequisite: none

Type: Lecture/Lab

COURSE DESCRIPTION

Students will build on audio gathering and production skills for radio and Internet publication. In this course, students will produce audio documentaries in a journalistic environment. Interview techniques, writing for the ear, theater of the mind and working with audio in the field as journalists, from both ethical and practical standpoints, will be covered.

VJN161 Audio Documentary Lab

Credit Hours: 1.5 Semester

Prerequisite: taken concurrently with VJN160

Type: Lecture/Lab

COURSE DESCRIPTION

This lab, taken concurrently with VJN160 Audio Documentary, further explores sound recording techniques and post production within the framework of a journalistic environment, including both content creation and delivery.

VJN215 Global Storytelling I (formerly GBL215)

Credit Hours: 3 Semester

Prerequisite: Panel Review

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

An Introductory international documentary storytelling requires students travel to another country to show a particular area of the world through their visual reporting. Students are encouraged to design projects in which the resulting documentary may change attitudes or affect society. The course is structured so half of the time is spent off campus shooting documentary photographs and video outside of the United States and half the time is spent on campus in post-production. Students selected to take VJN215 must take VJN216 Global Storytelling II concurrently.

VJN216 Global Storytelling II (formerly GBL216)

Credit Hours: 3 Semester

Prerequisite: Panel Review

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students work with the pictures, audio, film and video footage they produce concurrently in the VJN215 Global Storytelling I course and create presentations suitable for a public audience. The outcomes may include an audio-visual show, a website, a DVD, a book, a print show and a film.

VJN415 International Documentary I (formerly GBL415)

Credit Hours: 3 Semester

Prerequisite: Panel Review

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

Students in this advanced international documentary course travel to another country to tell stories with an advanced set of tools for visual storytelling. Students are encouraged to design projects in which the resulting documentary may change attitudes or affect society. The course is structured so half the time is spent off campus shooting documentary photographs and video outside of the United States and half the time is in post-production. Students selected to take VJN415 must take the VJN416 International Documentary II concurrently.

VJN416 International Documentary II (formerly GBL416)

Credit Hours: 3 Semester

Prerequisite: Panel Review

Type: Lecture/Lab

COURSE DESCRIPTION-Elective

In this advanced course students are expected to take leadership roles in working with the pictures, audio, film and video footage they produce concurrently in the VJN415 International Documentary I course and create multimedia presentations suitable for a public audience. The outcomes may include an audio-visual show, a website, a DVD, a book, a print show and a film.

Students have the opportunity to develop an approach to visual journalism as social documentary. Students will analyze written texts and visual works from contemporary practitioners of social documentary projects. Students will work on multimedia documentary projects that tell stories of social relevance in the community

Liberal Arts

Mission

The mission of the **Liberal Arts** Department is to foster diverse, globally aware, critically skilled, and ethical citizens through an integrated curriculum in the Liberal Arts. Students receive a multi-disciplinary approach that promotes collaboration, critical thinking, and creativity to develop graduates who are intellectually adept and visually sophisticated with high standards of professional ethics. Courses in the humanities, social sciences and sciences foster reasoning and critical thinking from those disciplines to draw upon throughout life, so that our students can connect their lives as artists with the wider world. The Liberal Arts prepares students to respond effectively to a dynamic life with a historically informed and global perspective.

English

English – Writing

ENG099 English Fundamentals

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

English Fundamentals is a foundational reading and writing course. The course is designed to enhance student's reading comprehension, writing skills and critical thinking skills. Students will explore writing as a process to be discovered and controlled, and as a skill to be mastered and applied. Instruction will cover advanced reading strategies, conventions of written expression, idea generation, paragraph development and essay construction.

Note: This course does not count for graduation credit.

ENG101 English Composition

Credit Hours: 3 Semester

Prerequisites: ENG099 or Accuplacer Placement

Type: Lecture

COURSE DESCRIPTION

This course focuses on the skills required for written exposition and communication, including critical thinking, analysis of reading, and synthesis of materials, drafting and editing and revising. Students will also be introduced to basic research techniques and MLA documentation.

ENG201 Advanced English Composition

Credit Hours: 3 Semester

Prerequisite: ENG101

Type: Lecture

COURSE DESCRIPTION

Building on the skill base established in ENG101, this is a writing-intensive course that provides an introduction to literary studies. Students will have the opportunity to learn to analyze works from at least four different genres. Further emphasis is placed on writing and research skills as well as on critical thinking.

ENG300 Creative Writing (formerly ENG350)

Credit Hours: 3 Semester

Prerequisites: ENG201

Type: Lecture

COURSE DESCRIPTION

This course examines the different genres of creative writing (fiction, poetry, drama, and other literary forms) and explores the skills and strategies to effectively write and revise such works and to critically read prose and poetry. Students practice the art of writing through various writing activities and assignments. Students will have the opportunity to further develop their ability to critically evaluate creative works.

English – Literature

ENG301 Modern Literature

Credit Hours: 3 Semester

Prerequisites: ENG201

Type: Lecture

COURSE DESCRIPTION

Modern Literature introduces the advanced student of reading and writing to modern literature while covering a variety of forms from both fiction and non-fiction. Particular emphasis is placed on the forms, compositional elements, narrative structures and interpretations of modern literature.

ENG401 Contemporary Multicultural Writers

Credit Hours: 3 Semester

Prerequisites: ENG201

Type: Lecture

COURSE DESCRIPTION

ENG401 introduces the advanced student of reading and writing to various multicultural writers in the literary canon. Specifically, this course focuses on how race, ethnicity, gender, sexuality and class intersect in the complicated construction of identity.

Humanities

HUM101 Introduction to the Humanities

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course examines selected artworks, artists, writers, aesthetic theories, periods, and cultural preferences throughout history with the intent of developing an understanding and appreciation for the Humanities. Students will explore a variety of styles, techniques, meanings, and purposes for art across various societies and time periods.

HUM200 Western Civilization

Credit Hours: 3 semester

Prerequisite: HUM101

Type: Lecture

COURSE DESCRIPTION

This survey course approaches the ideas, literature and philosophy of western civilization from an historical perspective. Significant primary sources texts from literature and philosophy will be analyzed in the context of their historical placement.

HUM210 Art History (formerly ART201)

Credit Hours: 3 Semester

Prerequisite: NONE

Type: Lecture

COURSE DESCRIPTION

The history of art is presented through the analysis of meaning, style, theory, and technique. This course provides a survey of the major artists, periods and movements that have contributed to the development of art and society

HUM220 Survey of Music

Credit Hours: 3 Semester

Prerequisite: HUM101

COURSE DESCRIPTION

Survey of music history and literature; its elements, construction, forms, styles and composers from medieval through contemporary periods. Music's emotive power inspires all art forms. Develop a richer understanding of its impact; learn the elements of musical vocabulary and study forms, styles and composers. Course includes lecture and guided listening, along with concert attendance.

HUM301 Aesthetics

Credit Hours: 3 Semester

Prerequisites: HUM101, ENG201

Type: Lecture

COURSE DESCRIPTION

This course studies fundamental concepts and theories of aesthetics. Theories of beauty and art from the classical and contemporary world will be read to foster critical thinking skills in terms of culture, nature, and art. Examples of topics that may be discussed include: "What are the origins of human creativity?" "How do various cultures define beauty?" "How do we account for aesthetic taste?"

HUM302 Ethics & Society

Credit Hours: 3 Semester

Prerequisites: HUM101, ENG201

Type: Lecture

COURSE DESCRIPTION

Ethics and Society examines the ethical theories and moral principles that apply to professional conduct and decision-making. Students will have the opportunity to use critical thinking and decision-making skills to analyze ethical issues and professional situations in their fields of study. The course will also critically examine recent ethical problems and "scandals" involving professionals and discuss their impact on institutions as well as the public perception of those institutions.

HUM401 Narrative Form

Credit Hours: 3 Semester

Prerequisites: HUM101, ENG201

TYPE: Lecture

COURSE DESCRIPTION

This course introduces the advanced student of writing to modern and contemporary short fiction and memoir. This course explores components of narrative prose, including exposition, dialogue, point-of-view, voice, etc. Discussions will include examples from modern and contemporary writers. Students will write, critique and revise their own short fiction while building a prose portfolio.

HUM402 Dramatic Literature

Credit Hours: 3 Semester

Prerequisites: HUM101, ENG201

Type: Lecture

COURSE DESCRIPTION

This course appreciates the status of dramatic texts as literature, while acknowledging the concurrent role of dramatic literature in performance. Selected plays from dramatic literature will be examined in terms of their playwrights, form, and genre. The literature will be placed within the context of theatre history.

HUM403 History and Systems (formerly HUM430)

Credit Hours: 3 Semester

Prerequisites: HUM101, ENG201

Type: Lecture

COURSE DESCRIPTION

This course focuses on introducing students to an evolutionary history of basic assumptions involved in the aesthetic, philosophical, cultural and scientific inquiry. Western thought will be the main focus of study, with some Eastern viewpoints discussed as comparison. Particular emphasis will be placed on the arts and understanding the interrelation between history, aesthetics and politics from the Renaissance to Modernism.

HUM483 History and Systems Online (formerly HUM431)

Credit Hours: 3 Semester

Prerequisites: HUM101, ENG201

Type: Lecture

COURSE DESCRIPTION

This course focuses on introducing students to an evolutionary history of basic assumptions involved in the aesthetic, philosophical, cultural and scientific inquiry. Western thought will be the main focus of study, with some Eastern viewpoints discussed as comparison. Particular emphasis will be placed on the arts and understanding the interrelation between history, aesthetics and politics from the Renaissance to Modernism.

Social and Behavior Science Courses

Communication

SOC100 Public Speaking (formerly COM101)

Credit Hours: 3 Semester

Prerequisite: NONE

Type: Lecture

COURSE DESCRIPTION

Public Speaking introduces students to theoretical and practical application of speaking in personal and professional settings. The course presents concepts necessary to be an effective speaker. Students will have the opportunity to practice these theories and concepts through assignments that develop their listening, oral expression, organizing and presentation skills.

SOC300 Business and Professional Communication (formerly BUS303)

Credit Hours: 3 Semester

Prerequisites: SOC100, BUS101

Type: Lecture

COURSE DESCRIPTION

This course is designed to extend students' written and oral communications knowledge and skills to the business and professional settings. The course explains relevant theory on the structures and functions of communication in these settings and explores the communication strategies and skills to succeed in business or as a professional. Students should apply this knowledge and develop these skills through written assignments and oral presentations.

SOC301 Persuasion (formerly COM301)

Credit Hours: 3 Semester

Prerequisites: SOC100

Type: Lecture

COURSE DESCRIPTION

This course provides students with the opportunity to further develop their presentation skills and to learn the theories, principles, and strategies of social influence in various communication contexts. Students will have the opportunity to critically examine messages that are designed to influence and persuade others, learn the methods of persuasion and consider the ethical issues raised by influencing others in both personal and professional settings. Students are expected to apply this knowledge and develop their skills through their original presentations.

SOC302 Popular Culture (formerly COM302)

Credit Hours: 3 Semester

Prerequisites: SOC100

Type: Lecture

COURSE DESCRIPTION

Popular culture is not only a means of communication; it is both a producer and reflector of the tastes, values, ideology, trends, and traditions of the culture that produces it. Students will examine the tenets of cultural studies as practiced by leading scholars in the field. This course introduces students to the methods of analyzing popular culture. Students will have the opportunity to apply these theories through the cultural analysis of textual practices and textual productions from a wide variety of cultures—both western and non-western—to glean insights into those cultures and in the study of popular culture.

Psychology

SOC110 Introduction to Psychology (formerly PSY101)

Credit Hours: 3 Semester

Prerequisite: NONE

Type: Lecture

COURSE DESCRIPTION

This course examines various theories of personality, including psychodynamic, cognitive, behavioral and humanistic orientations to increase students' understanding of human behavior in general and to increase personal insight. Various psychological models provide alternative points of view in assessing early experience as a contributing factor in shaping reality.

SOC310 Social Psychology (formerly PSY301)

Credit Hours: 3 Semester

Prerequisites: SOC110

Type: Lecture

COURSE DESCRIPTION

This course addresses Social Psychology as a science. The course explains topics such as social cognition, aggression, conformity and prejudice. The course will also explore interpersonal dynamics and elements of persuasive communication as it relates to group behavior.

SOC410 Psychology of Creativity (formerly PSY402)

Credit Hours: 3 Semester

Prerequisites: SOC110

Type: Lecture

COURSE DESCRIPTION

This advanced psychology course examines and explores the phenomenon of human creativity. Didactic and experiential methodological approaches will be used to understand the creative process. Students will be introduced to neuro-biological, ecological, and psychological research that address the functionality and expression of creativity. The course will offer experiential exercises designed to enhance creativity, with an incorporation of

interpretive theoretical frameworks such as brain lateralization and the psychodynamics of the unconscious. This course also endeavors to help a student understand and work with creative blocks.

SOC411 Group Dynamics (formerly PSY401)

Credit Hours: 3 Semester

Prerequisites: SOC110

Type: Lecture

COURSE DESCRIPTION

Group Dynamics is an experiential course designed to help students identify, understand and effectively manage all aspects of interpersonal communication. Through lectures, discussions and group exercises, students will have the opportunity to learn the fundamentals involved in effective collaboration with others.

Economics

SOC220 Global Economics (formerly ECO315)

Credit Hours: 3 Semester

Prerequisites: MAT101

Type: Lecture

COURSE DESCRIPTION

This course focuses on the economic aspects of globalization and examines why the interdependent economics of various nations are regarded as a single economic system. The course also examines barriers and bridges to the world's markets, including trade agreements and obstacles to international trading.

Political Science

SOC130 American Government (formerly POL101)

Credit Hours: 3 Semester

Prerequisite: ENG101

Type: Lecture

This course explains the basic principles and structures of the United States federal and state governments using California as the primary example of state government. Key subjects discussed are the U. S. Constitution and the branches of government, models of citizen activism and the democratic process, federalism, civil rights and civil liberties, government institutions, political parties, elections, interest groups and social change.

SOC330 Comparative Politics (formerly POL301)

Credit Hours: 3 Semester

Prerequisites: SOC310

Type: Lecture

COURSE DESCRIPTION

This course introduces to students the political theories that give rise to various political systems throughout the world. The course analyzes and compares the forms of governments (including the United States government) in connection to culture and economics. Students will have the opportunity to learn and apply the methods by which political scientists conceptualize and critically compare one governmental structure to another.

Math & Science Courses

Mathematics

MAT099 Mathematics Fundamentals

Credit Hours: 3 Semester

Prerequisite: NONE

COURSE DESCRIPTION

Mathematics Fundamentals is a foundational mathematics course designed to enhance the student's ability to work with numbers and operations and to solve application problems. This course focuses on the development of mathematical problem-solving techniques through the examination of whole numbers, fractions, decimals, ratios, proportions, percent's, measurement, signed numbers, statistics, algebraic and geometric principles. *Note: This course does not count for graduation credit.*

MAT101 College Mathematics

Credit Hours: 3 Semester

Prerequisites: MAT099 or Accuplacer Placement

Type: Lecture

COURSE DESCRIPTION

This course introduces students to fundamental theory and analysis of college level mathematics. Principles of Algebra, Geometry and Trigonometry are explored in order to supports analytical thinking.

Science

SCI200 Science

Credit Hours: 3 Semester

Prerequisite: MAT101

Type: Lecture

COURSE DESCRIPTION

This course provides an introduction to some of the fundamental concepts that form the basis of physical and biological sciences. The human vision system, atmospheric optics, chemistry, astronomy, physics and other sciences are discussed to provide an understanding of the sciences in everyday life.

GRADUATE STUDIES

Masters of Fine Art in Screenwriting

Mission

The **Master of Fine Arts in Screenwriting Program** provides a highly mentored exploration of the craft of screenwriting in the context of the evolving entertainment industry. Students develop ideas into finished feature screenplay's and teleplays, learn about industry structures and practices, and develop the skills needed to express ideas visually. The interactive environment fosters individual creativity, critical thinking, collaboration, and social responsibility.

Program DESCRIPTION

The **Master of Fine Arts in Screenwriting** is a 60 semester credit program designed to balance the art, craft, history, theory, education, practice, and business of screenwriting. Emphasis is placed on the current and evolving realities of the film industry and the writer's place in it. The curriculum combines a series of screenwriting workshops with a range of courses designed to prepare the writer to understand and complete in the industry. In addition, directing and film language, rewriting, television writing, new media, genre writing, and adaptation.

Upon Completion of the Master of Fine Arts Degree, students will be able to:

- To create visual materials to accompany the screenwriting samples.(Visual Literacy, Adept)
- Explore film history and aesthetics.(Visual Literacy)
- Explore originality and develop a personal voice and aesthetic. (Communication, Global)
- Analyze and evaluate story structure. (Problem Solve)
- Demonstrate knowledge of the craft and practice of professional screenwriting (Communication)
- Formulate a cohesive, strategic plan for entry into and navigation of the competitive field of professional screenwriting.(Adapt)
- Demonstrate proficiency for writing-related skills, including pitching, story analysis, and development.(Communication)
- Demonstrate awareness of entertainment industry structures and the role of the writer.(Global)
- Demonstrate awareness of diverse communities and the role of film in the sharing of ideas. (Diversity, Global)
- Adopt accepted industry standards for ethics and business practices and demonstrate good citizenship and responsibility.(Ethics)

1st Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
SCW501	Essentials of screenwriting	None	2	2	L
SCW511	Feature Workshop I	None	2	4	S
SCW521	Language of Film for Screenwriters I	None	2	2	L
SCW531	Story Analysis	None	2	2	L
SCW541	Film History for Screenwriters I	None	2	2	L
Total			10	16	
2nd Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type

SCW502	Advanced Screenwriting Fundamentals	SCW501	2	2	L
SCW512	Feature Workshop II	SCW511	2	4	S
SCW522	Language of Film for Screenwriters II	SCW521	2	2	L
SCW532	Script Development	None	2	2	L
SCW542	Film History for Screenwriters II	None	2	2	L
Total			10	16	
3rd Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
SCW551	Writing the One Hour Drama	SCW501	2	3	L/S
SCW561	Directing for Screenwriters I	SCW522	2	3	L/S
SCW571	Creative Producing for Screenwriters I	None	2	2	L
SCW581	Film Aesthetics for Screenwriters	None	2	2	L
SCW591	Methods in Writing Education	None	2	2	L
Total			10	12	
4th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
SCW552	Writing the Sitcom	SCW501	2	3	L/S
SCW562	Directing for Screenwriters II	SCW561	2	3	L/S
SCW572	Creative Producing for Screenwriters II	None	2	2	L
SCW582	Acting for Screenwriters	None	2	3	L/S
SCW592	Introduction to Genre Studies	None	2	2	L
Total			10	13	
5th Semester					
Number	Course Name	Pre Req.	Credits	Contact Hours	Type
SCW601	Feature Workshop III	SCW512	2	4	S
SCW611	Story and Structure in Reality TV	SCW501	2	3	L/S
SCW621	Genre Writing I	SCW501	2	3	L/S
SCW631	Entertainment Industry Seminar I	None	1	1	L
SCW641	Adaptation	SCW501	2	2	L
INTELE	Industry or Teaching Internship	SCW591	1	1	L
Total			10	14	
6th Semester					

Number	Course Name	Pre Req.	Credits	Contact Hours	Type
SCW602	Writing for New Media	SCW501	2	3	L/S
SCW612	Rewriting	SCW511	2	3	L/S
SCW622	Genre Writing II	SCW501	2	3	L/S
SCW632	Entertainment Industry Seminar II	SCW631	1	1	L
SCW690	Screenwriting Thesis	SCW601	2	3	L/S
INTELE	Industry or Teaching Internship	SCW591	1	1	L
Total			10	12	

Screenwriting Course Descriptions

SCW501 Essentials of Screenwriting (formerly FND501)

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course is designed to provide students with a broad foundation in the fundamentals of professional screenwriting, from idea, to story, to structure, to character, dialogue, format, premise, tone, etc. Lectures, screenings, weekly assignments and in-class exercises provide students with the basic theory and practice of screenwriting as an art and a craft and enable them to put that knowledge to practical use in their own work in the advanced courses.

SCW502 Advanced Screenwriting Fundamentals (formerly FND504)

Credit Hours: 2 Semester

Prerequisite: SCW501

Type: Lecture

COURSE DESCRIPTION

Continuing the instruction of SCW501, this course provides more in-depth theory and practice of screenwriting as an art and a craft and should enable students to put that knowledge to practical use in their own work, culminating in the completion of the rough draft screenplays begun in SCW501.

SCW511 Feature Workshop I

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture/Studio

COURSE DESCRIPTION

Conducted by multiple faculty, on a rotating basis, the Feature Workshops (I, II, and III) are hands-on classes wherein each student has the opportunity to conceive, develop, and execute a first draft of an original feature length screenplay. Pages are read aloud each meeting for critique from faculty and student participants. The three Feature Workshops are identical in form and content.

SCW512 Feature Workshop II (formerly SCR513)

Credit Hours: 2 Semester

Prerequisite: SCW511

Type: Lecture/Studio

COURSE DESCRIPTION

Conducted by multiple faculty on a rotating basis, the Feature Workshops (I, II, and III) are hands-on classes wherein each student has the opportunity to conceive, develop, and execute a first draft of an original feature length screenplay. Pages are read aloud each meeting for critique from faculty and student participants. Advanced skills will be demonstrated.

SCW521 Language of Film for Screenwriters I (formerly FND521)

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course provides a fundamental introduction to the language of filmmaking using still images and video with an emphasis on storytelling through images and sound in a sequence without dialogue. Project work is individual, with the student functioning as the writer, director, producer, cinematographer and editor of each project.

SCW522 Language of Film for Screenwriters II (formerly FND522)

Credit Hours: 2 Semester

Prerequisite: SCW521

Type: Lecture

COURSE DESCRIPTION

This course provides the culmination of instruction presented in SCW521, with an emphasis on storytelling through images and sound in a sequence without dialogue.

SCW531 Story Analysis (formerly FND507)

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course introduces students to the essential elements of script analysis. Lectures, weekly assignments and in-class exercises focus on developing the skills needed to professionally dissect, identify and analyze literary material. Assignments include reading screenplays, viewing films, composing story notes, and writing synopses.

SCW532 Script Development (formerly FND510)

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course introduces MFA screenwriting students to the studio development process. Lectures, weekly assignments and in-class exercises focus on the skills needed to professionally analyze and evaluate written material with an eye towards production. Assignments include reading Screenplays, creating coverage, story and development notes, and writing synopses. Additional topics include entry-level jobs available in reading and development.

SCW541 Film History for Screenwriters I (formerly FND501)

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course and its companion (SCW542) explore the history of movie storytelling from the silent era to present day.

Lectures, screenings and weekly reading assignments (various scripts) will focus on the evolution of storytelling from its roots in Victorian melodrama through dialogue-centric, theatre-based forms to current CGI and effects-driven spectacles. A basic understanding of this evolution should enrich the student's sense of the art form and ideally deepen his or her creative voice.

SCW542 Film History for Screenwriters II (formerly FND502)

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

In this companion course to SCW541, students continue their film history education, exploring the history of film from the Second Golden Age of the 70's to the present.

SCW551 Writing the One-Hour Drama (formerly WRI524)

Credit Hours: 2 Semester

Prerequisite: SCW511

Type: Lecture/Studio

COURSE DESCRIPTION

This course provides a broad foundation in the fundamentals of writing for dramatic television, from idea, to structure, to character, dialogue, format, premise, tone, etc. Lectures, screenings, weekly assignments and in-class exercises provide students with the basic theory and practice of television writing as an art and craft with specific emphasis on the one-hour format.

SCW552 Writing the Sitcom (formerly WRI527)

Credit Hours: 2 Semester

Prerequisite: SCW511

Type: Lecture/Studio

COURSE DESCRIPTION

This course provides a broad foundation in the fundamentals of writing for comedy television, from idea, to structure, to character, dialogue, format, premise, tone, etc. Lectures, screenings, weekly assignments and in-class exercises provide students with the basic theory and practice of television writing as an art and craft with emphasis on the half-hour format.

SCW561 Directing for Screenwriters I (formerly FND527)

Credit Hours: 2 Semester Hours

Prerequisite: SCW522

Type: Lecture/Studio

COURSE DESCRIPTION

This course is designed to enable the student to create, interpret and communicate a story as a director. Students investigate blocking and staging, the rehearsal process, camera coverage and the use of images to convey the emotional life of the character. This course leverages the performance shaping skills acquired in the mutually reinforcing companion course, SCW582 Acting for screenwriters. Students conclude the course with the production of a chosen scene, usually from their own material.

SCW562 Directing for Screenwriters II (formerly FND528)

Credit Hours: 2 Semester

Prerequisite: SCW561

Type: Lecture/Studio

COURSE DESCRIPTION

Concluding the study of directing begun in SCW561, this course is designed to further enable the screenwriting student to prepare to create, interpret and communicate story as directors. Students conclude their in-depth investigation of blocking, rehearsal process, camera coverage and the use of images to convey the emotional life of characters through the production of a chosen scene.

SCW571 Creative Producing for Screenwriters I (formerly FND531)

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course introduces the business structure and practices of the entertainment industry and the development process. Various types of film and television projects are analyzed to see how projects move through the development process into production. Emphasis is on the role of the writer in the development of project ideas, options, sales and production of projects.

SCW572 Creative Producing for Screenwriters II (formerly FND532)

Credit Hours: 2 Semester

Prerequisite: SCW571

Type: Lecture

COURSE DESCRIPTION

This class provides the culmination of instruction introduced in SCW571, with an emphasis on the role of the writer in the development of project ideas, options, sales and production of projects.

SCW581 Film Aesthetics for Screenwriters (formerly FND504)

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course exposes MFA screenwriting students to basic storytelling aesthetics from the Greeks to present day. Screenings and weekly reading assignments focus on a myriad of theories beginning with Aristotle and ending with Roland Barthes and Susan Sontag. A basic understanding of Story Aesthetics should enrich the student's sense of the narrative art form and ideally deepen his or her creative voice.

SCW582 Acting for Screenwriters (formerly FND524)

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture/Studio

COURSE DESCRIPTION

Students explore acting techniques and undertake script analysis from both the actors' and director's points of view. Lectures, screenings, weekly assignments and in-class exercises are employed, as well as a unified approach in which students participate as actors, directors, and writers in order to learn how best to realize story potential.

SCW591 Methods in Writing Education (formerly PED571)

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course prepares the student for a career in higher education. In the second year of the program, students are given the opportunity to assist and actually teach in a selection of appropriate undergraduate film and writing classes. This class prepares the student for that experience through a series of training sessions that cover topics

including: preparing syllabi, leading discussions and workshops, preparing class plans and schedules, determining course outcomes, grading fairly, designing effective exercises and responding to students work, etc. The training sessions, which are intended to be practical in nature, also cover issues such as responding to material with problematic content, responding to students with emotional and academic difficulties, responding to racism, sexism, etc. in the classroom and in project work.

SCW592 Introduction to Genre Studies (formerly GEN551)

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course provides an intensive exploration of major film genres past and present, the key elements of each genre, and how culture directly affects the popularity of one genre over another. Special attention is paid to current trends, which are redefining film and television classifications, including reality programming and new technologies.

SCW601 Feature Workshop III (formerly FND515)

Credit Hours: 2 Semester

Prerequisite: SCW512

Type: Lecture/Studio

COURSE DESCRIPTION

Conducted by multiple faculty on a rotating basis, the Feature Workshops (I, II, and III) are hands-on classes wherein each student has the opportunity to conceive, develop, and execute a first draft of an original feature length screenplay. Pages are read aloud each meeting for critique from faculty and student participants. advanced skills are expected.

SCW602 Writing for New Media (formerly WRI533)

Credit Hours: 2 Semester

Prerequisite: SCW511

Type: Lecture

COURSE DESCRIPTION

This course focuses on emerging technologies as current and future entertainment content providers, with particular emphasis on the World Wide Web as a viable distribution channel. Students have the opportunity to explore the abilities and limitations of these digital technology formats and write content to take advantage of them.

SCW611 Story and Structure in Reality TV (formerly WRI530)

Credit Hours: 2 Semester

Prerequisite: SCW511

Type: Lecture/Studio

COURSE DESCRIPTION

This course provides an introduction to the concepts and methods for creating story and character arcs in a reality-based television series. Lectures, screenings, weekly assignments and in-class exercises provide students with an understanding of how to apply the basic tenets of narrative storytelling to a reality television show, both within each episode and across the season.

SCW612 Rewriting (formerly SCR521)

Credit Hours: 2 Semester

Prerequisite: SCW511

Type: Lecture/Studio

COURSE DESCRIPTION

This course is designed to provide students with in-depth knowledge about the process of rewriting, taking a script from its initial first draft, through the process of revision and polish to a final draft and shooting script.

SCW621 Genre Writing I (formerly GEN553)

Credit Hours: 2 Semester

Prerequisite: SCW511

Type: Lecture/Studio

COURSE DESCRIPTION

This course focuses on the particular codes, conventions, and filmic signifiers of one specific film genre (sci-fi, horror, crime, musical, etc.), alternating subjects every time the course is offered. Surveying the history of one specific genre, students have the opportunity to approach the study from a screenwriter's perspective, developing a screenplay based upon a thorough understanding of the tropes and conventions of that particular genre.

SCW622 Genre Writing II (formerly GEN554)

Credit Hours: 2 Semester

Prerequisite: SCW511

Type: Lecture/Studio

COURSE DESCRIPTION

As in its companion course (SCW621 Genre Writing I) this course offers students an additional opportunity to explore the particular codes, conventions, and filmic signifiers of a different specific genre (sci-fi, crime, musical, etc.) alternating subjects each time the course is offered.

SCW631 Entertainment Industry Seminar I (formerly FND581)

Credit Hours: 1 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

The Entertainment Industry Seminar is an opportunity for students to interact with and learn from creative professionals and executives from the entertainment industry. Industry topics are combined with Q&A events regarding a range of facets of the business, from craft to career based upon the guest's real-world experiences. Written assignments supplement the ongoing conversation on how to succeed as a professional in the screenwriting world.

SCW632 Entertainment Industry Seminar II (formerly FND582)

Credit Hours: 1 Semester

Prerequisite: SCW631

Type: Lecture

COURSE DESCRIPTION

This seminar provides students a second opportunity, during their two-year course of study, to interact with and learn from an assortment of industry professionals in the entertainment industry through weekly Q&A events.

SCW641 Adaptation

Credit Hours: 2 Semester

Prerequisite: SCW511

Type: Lecture

COURSE DESCRIPTION

This course focuses on the craft of transforming pre-existing source material (short stories, novels, news articles, etc.) into the Medium of film. Emphasis is placed on the Screenwriter's role in analyzing source material and useful strategies for translating story, characters, themes, and style into film. Students explore the adaptation process by

comparing examples of original material with screenplay adaptations and the finished films. Students also adapt pre-existing source material into their own short screenplay.

SCW690 Screenwriting Thesis (formerly FND591)

Credit Hours: 2 Semester

Prerequisite: SCW601

Type: Lecture/Studio

COURSE DESCRIPTION

This course serves as a bridge between academic studies and entry into the marketplace. Students have the opportunity to further hone and revise the screenplays they have produced during their time at Brooks Institute, organize their body of work for assessment and approval by their Graduation Committee, and develop specific strategies for utilizing their experience to transition into the industry.

SCW691 Teaching Internship I (formerly INT582)

Credit Hours: 1 Semester

Prerequisite: SCW591

Type: On-site 45 Hours Minimum

COURSE DESCRIPTION

This course provides the student wishing to train for a role in education with an internship in the teaching and practice of theories and concepts taught in Methods in Writing Education (SCW563). Its purpose is to prepare aspiring educators by providing the opportunity to establish academic credentials and professional experience through working as a Teaching Assistant (TA) throughout an entire undergraduate course, under the direct supervision of a faculty Teacher/Mentor, thereby becoming familiar with the various aspects of the academic preparation, presentation, and management required to be a successful educator.

SCW692 Teaching Internship II (formerly INT583)

Credit Hours: 1 Semester

Prerequisite: SCW591

Type: On-site 45 Hours Minimum

COURSE DESCRIPTION

For the student wishing to train for a role in education, this internship provides a second opportunity to establish academic credentials and professional experience through working as a Teaching Assistant (TA) throughout an entire graduate course under the direct supervision of a faculty Teacher/Mentor.

SCW693 Industry Internship (formerly INT592)

Credit Hours: 1 Semester Hour

Prerequisite: SCW591

Type: On-site 45 Hours Minimum

COURSE DESCRIPTION

This course allows the student to utilize elective credits to work as an intern within the entertainment industry at a professional company dealing with screenwriting or other literary material (i.e. production company, talent management company, etc.). Specific tasks are dependent upon the needs contracted by the individual company, but may include script reading and analysis, coverage, development, clerical tasks, and office management. Students contract with an individual qualified faculty member for completion requirements, and reports to that instructor with work progress on a weekly basis.

Master of Fine Arts in Photography

The MFA in Photography seeks students who are eager to explore ideas and technologies in various approaches to creating images that express their personal vision. In addition to understanding the basics of camera operation and image processing (analog, digital or both), applicants should have an interest in the role of photography in the larger context of visual expression. The ideal candidates are highly motivated and actively seek to deepen their conceptual communication, expand their artistic comprehension, and articulate a coherent and compelling statement.

Mission

The **Master of Fine Arts in Photography** degree provides a rigorous exploration of image-making as a cultural force and as a mode of personal expression. The program nurtures intellectual and creative growth through the lively exchange of ideas from diverse sources and wide-ranging perspectives. The program supports aesthetic exploration in all forms of lens based and light based media and promotes academic inquiry through research recognizing the importance of critical analysis and writing to both comprehend and create a cohesive body of work. Brooks Institute prepares artists to make an important contribution to the expanding role of the visual experience in contemporary life.

Program DESCRIPTION

The **Master of Fine Arts in Photography** is a 61 semester credit program consisting of studio and seminar courses that emphasize individual creative growth and the development of a critical understanding of the medium. Academic study includes coursework in art history and criticism; history, science and psychology of image-making; as well as communication, business, and education. The combination of intensive studio practice and scholarly exploration in a supportive environment prepares students for a wide range of careers in the visual arts field including teaching at the college level.

Upon Completion of the Master of Fine Arts Degree, students will be able to:

- Create a cohesive body of original work integrating a mastery of materials, methods, and concepts. (Visual Literacy, Adept)
- Articulate an informed perspective that includes defining an aesthetic approach, reviewing methods and processes, and providing a broader cultural context in which to understand a body of work. (Communication, Global, Visual Literacy)
- Synthesize knowledge obtained through various research activities exhibiting a standard of academic integrity and a graduate level of critical analysis. (Problem Solver, Visual Literacy)
- Engage in creative collaboration as an effective member of a team.(Collaboration)

1st Semester					
Number	Course Name	Pre. Req.	Credits	Contact Hours	Type
HST541	History of Art: Renaissance to- 1900		2.0	2	L
PTT514	Photographic Theory		2.0	2	L
PTT556	MFA Studio Critique I		3.0	4	L/S
PTT561	MFA Seminar I		2.0	2	L
	Total		9.0	10	
2nd Semester					
Number	Course Name	Pre. Req.	Credits	Contact Hours	Type
HST542	History of Art: 1900 to Present	HST541	2.0	2	L
PSY543	The Psychology of Images	PTT561	2.0	2	L
PTT557	MFA Studio Critique II	PTT556	3.0	4	L/S
PTT562	MFA Seminar II	PTT561	2.0	2	L
	Total		9.0	10	
3rd Semester					
Number	Course Name	Pre. Req.	Credits	Contact Hours	Type
EDU545	Methods in Imaging Education	PTT562	2.0	2	L
HST523	History of Photography	PTT514	2.0	2	L
PTT558	MFA Studio Critique III	PTT557	3.0	4	L/S
PTT563	MFA Seminar III	PTT562	2.0	2	L
	Total		9.0	10	
4th Semester					
Number	Course Name	Pre. Req.	Credits	Contact Hours	Type
OPT540	Optics in Fine Arts	PTT514	2.0	2	L
COM530	Interdisciplinary Aspects of Communication	PTT561	2.0	2	L
PTT656	MFA Studio Critique IV	PTT558	3.0	4	L/S
PTT661	MFA Seminar IV	PTT563	2.0	2	L
	Total		9.0	10	

5th Semester					
Number	Course Name	Pre. Req.	Credits	Contact Hours	Type
PTT544	Contemporary Criticism	HST523	2.0	2	L
PTT550	Contemporary Imaging Systems	PTT514	2.0	2	L
PTT657	MFA Studio Critique V	PTT656	3.0	4	L/S
PTT662	MFA Seminar V	PTT661	2.0	2	L
	Total		9.0	10	
6th Semester					
Number	Course Name	Pre. Req.	Credits	Contact Hours	Type
BUS515	Entrepreneurial Skills for Fine Artists	PTT563	2.0	2	L
PTT658	MFA Studio Critique VI	PTT657	3.0	4	L/S
PTT663	MFA Seminar VI	PTT662	2.0	2	L
MFAELE	ELE courses are either 1 or 2 credits - may be combined		2.0	2	S
	Total		9.0	10	
7th Semester					
Number	Course Name	Pre. Req.	Credits	Contact Hours	Type
PTT681	MFA Thesis Project	PTT663	5.0	10	S
MFAELE	ELE courses are either 1 or 2 credits - may be combined		2.0	2	S
	Total		7.0	12	

MFA in Photography Course Descriptions

Business

BUS515 Entrepreneurial Skills for Fine Artists

Credit Hours: 2 Semester

Prerequisite: PTT563

Type: Lecture

COURSE DESCRIPTION

This course focuses upon how fine artists may negotiate the complexities and challenges of business activity.

Communication

COM530 Interdisciplinary Aspects of Communication (formerly COM534)

Credit Hours: 2 Semester

Prerequisite: PTT561

Type: Lecture

COURSE DESCRIPTION

This course explores how the perspectives of various academic disciplines, such as psychology, art, philosophy, sociology, and others, inform our understanding and appreciation of the role of visual communication in modern society.

Education

EDU545 Methods in Imaging Education

Credit Hours: 2 Semester

Prerequisite: PTT562

Type: Lecture

COURSE DESCRIPTION

This course introduces the student to various methods of educational processes. In this course the student will investigate and construct course syllabi, outlines and curriculum.

History

HST523 History of Photography (formerly HIS523)

Credit Hours: 2 Semester

Prerequisite: PTT514

Type: Lecture

COURSE DESCRIPTION

This course reviews the historical aesthetics of photography. Lectures include comparative analysis of different periods and styles.

HST541 History of Art: Renaissance to 1900 (formerly HIS541)

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course investigates the development and changes in artistic expression from the Renaissance to the beginning of the Twentieth Century.

HST542 History of Art: 1900 to Present (formerly HIS542)

Credit Hours: 2 Semester

Prerequisite: HST541

Type: Lecture

COURSE DESCRIPTION

This course investigates the development and changes in artistic expression from the beginning of the Twentieth Century to the present.

Photography

OFA540 Optics in Fine Arts (formerly OPT547)

Credit Hours: 2 Semester

Prerequisite: PTT514

Type: Lecture

COURSE DESCRIPTION

This course reviews theoretical aspects of optics as related to fine arts. Class activities involve the application of theory to image making.

PTT514 Photographic Theory (formerly PHO514)

Credit Hours: 2 Semester

Prerequisite: None

Type: Lecture

COURSE DESCRIPTION

This course introduces the conceptual, chemical, physical and mathematical theories of photographic processes.

PTT544 Contemporary Criticism (formerly PHO544)

Credit Hours: 2 Semester

Prerequisite: HST523

Type: Lecture

COURSE DESCRIPTION

This course explores different approaches for critically describing, analyzing, evaluating, and theorizing about visual images. Particular attention is paid to discussing the nature, function, and scope of criticism.

PTT550 Contemporary Imaging Systems (formerly CIS550)

Credit Hours: 2 Semester

Prerequisite: PTT514

Type: Lecture

COURSE DESCRIPTION

This course engages students in a survey of imaging technologies. Class activities include active experimentation and application with a selection of the technologies to create art.

PTT556 MFA Studio Critique I (formerly PHO556)

Credit Hours: 3 Semester

Prerequisite: None

Type: Lecture/Studio

COURSE DESCRIPTION

This is the first in a series of six studio courses in the MFA program. By solving conceptual assignments, students begin the practice of creating photographs that express a pre-visualized concept. Presentations and readings focus on the cognitive process of creative expression in the visual arts.

PTT557 MFA Studio Critique II (formerly PHO557)

Credit Hours: 3 Semester

Prerequisite: PTT556

Type: Lecture/Studio

COURSE DESCRIPTION

MFA Studio II continues to challenge students' individual creative growth through assigned shooting projects that stress broad experimentation with ideas, materials, and methods. Presentations and readings focus on intrinsic traits of the photographic process as differentiated from other forms of expression.

PTT558 MFA Studio Critique III (formerly PHO558)

Credit Hours: 3 Semester

Prerequisite: PTT557

Type: Lecture/ Studio

COURSE DESCRIPTION

MFA Studio III presents students with a set of assigned creative problems that promote the development of each student's unique approach to visual expression. Presentations and readings explore creative activity as a way of life.

PTT561 MFA Seminar I (formerly PHO561)

Credit Hours: 2 Semester Hours

Prerequisite: none

Type: Lecture

COURSE DESCRIPTION

This is the first in a series of six seminars that prepares the students for a greater understanding of the artistic process and the role of the artist in society. This course focuses on the psychological underpinnings of creativity. Research, discussions and written assignments are used to apply various theories.

PTT562 MFA Seminar II (formerly PHO562)

Credit Hours: 2 Semester

Prerequisite: PTT561

Type: Lecture

COURSE DESCRIPTION

This is the second in a series of six seminars. This course encourages more specific analysis of the processes and barriers associated with self-expression. Research, discussions and writing facilitate the exploration of the concepts.

PTT563 MFA Seminar III (formerly PHO563)

Credit Hours: 2 Semester

Prerequisite: PTT562

Type: Lecture

COURSE DESCRIPTION

The third in a series of seminars this course explores the context of social, political, economic and cultural influences and their effect on creative output. A continuation of research, discussions and writing are required.

PTT656 MFA Studio Critique IV (formerly MFA576)

Credit Hours: 3 Semester

Prerequisite: PTT558

Type: Lecture/Studio

COURSE DESCRIPTION

In MFA Studio IV, emphasis shifts from assigned projects to short term self-directed work. Students are encouraged to explore a variety of processes and materials to determine those best suited for individual creative interests. Presentations and discussions focus on contemporary issues in photography and the arts.

PTT657 MFA Studio Critique V (formerly MFA577)

Credit Hours: 3 Semester

Prerequisite: PTT656

Type: Lecture, Studio

COURSE DESCRIPTION

MFA Studio V provides an opportunity for students to begin creating work for their culminating exhibit while engaging classmates in the process of peer review. Students hone the themes and language that they will use later in written documents and the final defense of their work. Class discussions focus on the meaning and context of each student's creative output.

PTT658 MFA Studio Critique VI (formerly MFA578)

Credit Hours: 3 Semester
Prerequisite: PTT657
Type: Lecture/ Studio

COURSE DESCRIPTION

MFA Studio VI functions as a self-directed lab where students finalize their studio work and supporting rhetoric for exhibition. Ongoing peer feedback becomes essential to weighing choices regarding final editing and the production of a cohesive body of finished artwork.

PTT661 MFA Seminar IV (Formerly MFA571)

Credit Hours: 2 Semester
Prerequisite: PTT563
Type: Lecture

COURSE DESCRIPTION

In this course, fourth in the seminar series, the student identifies aspects of his/her inner world ready for thematic exploration in a body of work. Research, discussions and written assignments are used.

PTT662 MFA Seminar V (formerly MFA572)

Credit Hours: 2 Semester
Prerequisite: PTT661
Type: Lecture

COURSE DESCRIPTION

This course is the fifth in a six-seminar sequence. Students focus on their developing body of work in context with contemporary and historical references. Significant attention is given to gathering source material to support the development of the structure of the culminating document.

PTT663 MFA Seminar VI (formerly MFA573)

Credit Hours: 2 Semester
Prerequisite: PTT662
Type: Lecture

COURSE DESCRIPTION

As the culminating seminar for the MFA sequence, this course focuses on integrating source material to build a context of understanding the student's body of work and to prepare for the defense. Students will also work collaboratively to prepare their group exhibition.

PTT681 MFA Thesis Project (formerly MFA581)

Credit Hours: 5 Semester
Prerequisite: PTT663
Type: Studio

COURSE DESCRIPTION

In this course students will participate in an exhibition of their final body of work, submit their supporting document, and give a public oral defense of their culminating work, all requirements for graduation from the MFA in Photography Degree program in addition to a cumulative grade point average of B or above. Students will be working with their chosen Faculty Advisory Committee whose responsibilities include the approval of the exhibition as well as the evaluation of the defense and culminating document.

If a student fails to complete all the requirements as set by their Faculty Advisory Committee, the student will receive an "IP" as an interim grade, and must retake the PTT681 course for credit, including the payment of tuition and fees, until the student meets the graduation requirements within the allotted maximum time of completion.

PSY543 The Psychology of Images

Credit Hours: 2 Semester
Prerequisite: PTT561
Type: Lecture

COURSE DESCRIPTION

This course introduces students to psychological principles and theories related to the perception of images.

Electives

ELE511 Teaching Internship I

Credit Hours: 2 Semester
Prerequisite: PTT562 and concurrent enrollment in ELE521
Type: Internship

COURSE DESCRIPTION-Elective

This course connects a student with a Teacher/Mentor who supervises the student in a Teaching Assistantship (TA) within the undergraduate program in Professional Photography. The student is expected to work under the direct supervision of the Teacher/Mentor. A Coordinating Faculty Member, from the MFA in Photography Degree program, will evaluate the TA student's performance based on the input from the Teacher/Mentor. This course should be taken concurrently with ELE521, an independent study in pedagogy. Minimum of 90 hours required.

ELE521 Independent Study in Educational Methods (formerly ADT521)

Credit Hours: 1 Semester
Prerequisite: PTT562 and concurrent enrollment in ELE511
Type: Independent Study

COURSE DESCRIPTION-Elective

This course is taken concurrently with ELE511. The student will work with the same Coordinating Faculty Member reviewing and analyzing educational dynamics and their impact upon student outcomes.

ELE531 Teaching Internship II

Credit Hours: 2 Semester
Prerequisite: ELE511 and ELE521
Type: Internship

COURSE DESCRIPTION-Elective

This course is a second opportunity for students to receive in-depth preparation in teaching through the teacher mentor process. The student is supervised in a Teaching Assistantship (TA) within the undergraduate program in photography. The student is expected to work under the direct supervision of the Teacher/Mentor. A Coordinating Faculty Member, from the MFA in Photography Degree program, will evaluate the TA student's performance based on the input from the Teacher/Mentor. This course may be repeated for credit. Minimum of 90 hours required.

ELE582 Grant Writing

Credit Hours: 2 Semester
Prerequisite: PTT563
Type: Independent Study

COURSE DESCRIPTION-Elective

This is an independently directed special topics course in grant writing. It is taken under the direction of a graduate faculty member. This course may be repeated for credit.

ELE583 Writing for Publication

Credit Hours: 2 Semester
Prerequisite: PTT563
Type: Independent Study

COURSE DESCRIPTION-Elective

This is an independently directed special topics course focusing on writing skills for publications such as journals or magazines. It is taken under the direction of a graduate faculty member. This course may be repeated for credit.

ELE584 Gallery/Museum Internship

Credit Hours: 2 Semester

Prerequisite: PTT562

Type: Independent Study

COURSE DESCRIPTION-Elective

This is an independently directed special topics course focusing on career paths in museum and gallery work. It is taken under the direction of a graduate faculty member. This course may be repeated for credit.

ELE592 Special Topics

Credit Hours: 2 Semester Hours

Prerequisite: PTT562

Type: Independent Study

COURSE DESCRIPTION-Elective

This course allows a student to follow an independent plan of study on a special topic of interest related to graduate studies.

ELE601 Advanced Special Topics

Credit Hours: 2 Semester

Prerequisite: PTT563

Type: Independent Study

COURSE DESCRIPTION-Elective

This course allows a student further independent study within special topics related to graduate studies. This course may be repeated for credit.

2012-2013 Brooks Institute Catalog Addenda

Revised 12/01/2011

Semester Calendar 2012-2014

*Dates Subject to Change

2012

Spring Semester

January 3-6 New Student Orientation
January 9 Semester Begins
January 13 Add/Drop Deadline
January 16 Martin Luther King Day *No Classes*
March 22-23 Mid-Semester Break *No Classes*
April 10-13 Registration
April 20 Semester Ends
April 21 Commencement

Summer Semester

May 1-4 New Student Orientation
May 7 Semester Begins
May 11 Add/Drop Deadline
May 28 Memorial Day *No Classes*
July 4 Independence Day *No Classes*
August 7-10 Registration
August 17 Semester Ends

Fall Semester

August 28-31 New Student Orientation
September 3 Labor Day *No Classes*
September 4 Semester Begins
September 7 Add/Drop Deadline
November 22-23 Thanksgiving Holiday *No Classes*
December 4-7 Registration
December 14 Semester Ends
December 15 Commencement

2014

Spring Semester

January 2-4 New Student Orientation
January 6 Semester Begins
January 10 Add/Drop Deadline
January 20 Martin Luther King Day *No Classes*
March 20-21 Mid-Semester Break *No Classes*
April 8-11 Registration
April 18 Semester Ends
April 19 Commencement

Summer Semester

April 29-May 2 New Student Orientation
May 5 Semester Begins
May 9 Add/Drop Deadline
May 26 Memorial Day *No Classes*
July 4 Independence Day *No Classes*
August 5-8 Registration
August 15 Semester Ends

Fall Semester

August 26-29 New Student Orientation
September 1 Labor Day *No Classes*
September 2 Semester Begins
September 5 Add/Drop Deadline
November 27-28 Thanksgiving Holiday *No Classes*
December 2-5 Registration
December 12 Semester Ends
December 13 Commencement

2013

Spring Semester

January 2-5 New Student Orientation
January 7 Semester Begins
January 11 Add/Drop Deadline
January 21 Martin Luther King Day *No Classes*
March 21-22 Mid-Semester Break *No Classes*
April 9-12 Registration
April 19 Semester Ends
April 20 Commencement

Summer Semester

April 30-May New Student Orientation
May 6 Semester Begins
May 10 Add/Drop Deadline
May 27 Memorial Day *No Classes*
July 4 Independence Day *No Classes*
August 6-9 Registration
August 16 Semester Ends

Fall Semester

August 27-30 New Student Orientation
September 2 Labor Day *No Classes*
September 3 Semester Begins
September 6 Add/Drop Deadline
November 28-29 Thanksgiving Holiday *No Classes*
December 3-6 Registration
December 13 Semester Ends
December 14 Commencement

TUITION & FEES

UNDERGRADUATE TUITION & FEES

Tuition

Full Time (12-18 credits)

Tuition = \$9,810 per 15 week semester

Part Time (under 12 credits)

Tuition = \$6,475 per 15 week semester

Fees

Application fee = \$50 (nonrefundable)

Technology Fee = \$250 per 15 week semester

Excursion Fee = \$100 (only applicable to certain courses, see syllabi)

Production Fee = \$100 (only applicable to certain courses, see syllabi)

Audit Fee = \$250 per class (unless course has been previously passed, then fee is waived)

Late payment Fee = \$25/first day, \$10/subsequent days (\$75 maximum)

Late Registration Fee = \$150

Returned Check Fee = \$15

Replacement ID Card Fee = \$15 per card

Transcripts = see transcript section in this catalog

Replacement Diploma = \$50

Alumni Lab Day Use = \$20 per day (not incurred by current students)

GRADUATE TUITION & FEES

Tuition = \$600 per credit hour

Application fee = \$50 (nonrefundable)

Technology Fee = \$250 per 15 week semester

Advisor Fee = Total of \$1200 (\$600 at beginning of 4th Semester and \$600 at program completion)

Audit Fee = \$250 per class (unless course has been previously passed, then fee is waived)

Late payment Fee = \$25/first day, \$10/subsequent days (\$75 maximum)

Late Registration Fee = \$150

Returned Check Fee = \$15

Replacement ID Card Fee = \$15 per card

Transcripts = see transcript section in this catalog

Replacement Diploma = \$50

Alumni Lab Day Use = \$20 per day (not incurred by current students)

UNDERGRADUATE INDIRECT EDUCATIONAL COSTS

The only costs paid directly to Brooks Institute are the tuition and fee charges above. Brooks Institute has developed 2011-2012 averages for an 8-month period for other indirect costs which include the following:

- Room and Board Average Expenses living away from home = \$9,952
- Room and Board Average Expenses living at home = \$2,904
- Transportation expenses = \$1,792
- Miscellaneous/Personal expenses = \$1,896
- Books and Supplies average (varies by program):
 - Film- \$2,530
 - Graphic Design - \$1,576

- Professional Photography - \$2,502
- Visual Journalism - \$2,408

GRADUATE INDIRECT EDUCATIONAL COSTS

The only costs paid directly to Brooks Institute are the tuition and fee charges above. Brooks Institute has developed 2011-2012 averages for an 8-month period for other indirect costs which include the following:

MFA Photography

- Room and Board Average Expenses living away from home = \$9,952
- Transportation expenses = \$1,792
- Miscellaneous/Personal expenses = \$1,896
- Books and Supplies = \$4,286

MFA Screenwriting

- Room and Board Average Expenses living away from home = \$9,952
- Transportation expenses = \$1,792
- Miscellaneous/Personal expenses = \$1,896
- Books and Supplies = \$1,520

MANAGEMENT AND FACULTY LISTING

MANAGEMENT

Susan Kirkman, President
Gail Fisher, Department Chair, School of Film and Communication
Timothy Halsey, Controller
Maggie Balderas, Vice President of Admissions
Amanda Brey, Director of Institutional Effectiveness
Katie Huber, Director of Career Services
April Reyes, Registrar

FACULTY

s Teaches Courses in Santa Barbara

v Teaches Courses in Ventura

o Teaches Online Courses

Donna Burr s v

Director of Library Services- Full Time
M.L.S., San Jose State University San Jose, California
B.A., San Diego State University San Diego, California

Gail Fisher v

Department Chair School of Film and Communication
M.A., Ohio University Athens, Ohio
B.A. University of Miami of Ohio Oxford, Ohio

Business

Anna Kwong s v

Business Adjunct Faculty
M.B.A. and B.A., California Lutheran University Thousand Oaks, California
A.S., Santa Barbara Community College Santa Barbara, California

Alec Wilczynski s v

Business Adjunct Faculty
J.D., University of San Diego San Diego California
B.A., University of Rochester, Rochester, New York

Roger Wilde s

Business Adjunct Faculty
M.S., Golden Gate University San Francisco, California
M.F.S., Yale University, New Haven, Connecticut
B.S., California State University Bakersfield, California
B.A., University of California Santa Barbara, California

Phil Drucker v o

Business Adjunct Faculty
J.D., University of La Verne School of Law, California
B.A., University of California Los Angeles, California
A.A., Santa Monica College, California

John Elhai v

Business Adjunct Faculty

M.B.A., California Lutheran University Thousand Oaks, California

B.S., California State Polytechnic University Pomona, California

Liberal Arts**Dr. George Ayoub s v**

Program Chair Liberal Arts

Ph.D., Baylor College of Medicine Houston, Texas

B.A., Amherst College, Amherst, Massachusetts

Jason Baumwirt s v

Liberal Arts Adjunct

M.A. and B.A., California State University Northridge, California

Dawn DeCicco s

Liberal Arts

Academic Learning Specialist and Full Time Faculty

M.A., University of California Santa Cruz, California

B.A., California State University Chico, California

Dr. Barton Goldstein s

Liberal Arts Adjunct Faculty

Ph.D. and M.S., Stevens Institute of Technology Hoboken, New Jersey

B.S., Antioch College Yellow Springs, Ohio

Elizabeth Hess s

Liberal Arts Adjunct Faculty

M.A., University of California at Santa Barbara, California

B.A., Westmont College Santa Barbara California

Anna Jensen s v

Liberal Arts Full Time Faculty

M.A., University of California Santa Barbara, California

B.A., University of California Berkeley, California

Dr. Gwendolyn McClure s

Liberal Arts Adjunct Faculty

Ph.D. and M.A., Pacifica Graduate Institute Carpinteria, California

A.B., Princeton University Princeton, New Jersey

Green Neal s v

Liberal Arts Adjunct Faculty

B.A., The College of William & Mary Williamsburg, Virginia

Hugh O'Neill s

Liberal Arts Adjunct Faculty

M.A. and B.S., University of California Santa Barbara, California

Linda Rolens s v

Liberal Arts Adjunct Faculty Member

M.A. and B.A., University of California Santa Barbara, California

Natsuki Smith s v

Liberal Arts Adjunct Faculty

M.A. and M.A., University of California Santa Barbara, California

M.A. & B.A. California State University San Bernardino, California

Dr. Ronald Smith s v o

Liberal Arts/Online Full Time Faculty

Ph.D., University of California Santa Barbara, CA

M.F.A., Humboldt State University Arcata, California

B.A., University of California San Diego, California

A.S., American River College Sacramento, California

Dr. Jeremy White s v

Liberal Arts Adjunct Faculty

PhD and M.S., University of California Berkley, California

B.Arch., University of Arizona Tucson, Arizona

Sheldon Bloom v

Liberal Arts Adjunct Faculty

M.A., Marymount University Arlington, Virginia

M.A. and Professional Diploma, Teachers College, Columbia University New York, New York

J.D., Columbia University School of Law New York, New York

A.B., Columbia University New York, New York

Ronald Ferril v

Liberal Arts Adjunct Faculty

M.A., University of California Santa Barbara, California

B.S., University of California Irvine, California

Heather Fortinberry s v

Liberal Arts Adjunct Faculty

M.A., Phillips Graduate Institute Encino, California

B.S., University of Bridgeport, Bridgeport, Connecticut

Robert Foster, C.P.A. v o

Business Adjunct Faculty

M.Ed., National University La Jolla, California

M.B.A., Kennesaw State University Kennesaw, California

B.S., California State University Long Beach, California

A.A., College of the Canyons Santa Clarita, California

Claudia McGarry v

Academic Learning Specialist and Full Time Faculty

B.A., University of California Santa Cruz, California

A.A., Los Angeles Valley College Valley Glen, California

Graphic Design

Don French s v

Graphic Design Program Chair Full Time

M.A., Antioch University, Yellow Springs, Ohio

B.A., University of California, Santa Barbara

Matt Moody v

Graphic Design Adjunct Faculty

M.A., San Jose State, California

B.A., University of California, Santa Barbara

Barbara Obermeier v

Graphic Design Adjunct Faculty

M.B.A., California Lutheran University Thousand Oaks, California

B.A., University of California Santa Barbara, California

Scott F. Reid v

Graphic Design Adjunct Faculty

B.A., Art Center College of Design, California

B.A., University of California, Santa Barbara

Film and MFA Screenwriting

Dale Angell v

Film Full Time Faculty

M.F.A. and B.F.A., University of Utah Salt Lake City, Utah

Glynn Beard v

Film Lead Instructor

M.S. and B.A., Brooks Institute of Photography, Santa Barbara California

Richard Fortinberry v

Film Program Chair Full Time

M.F.A., University of Southern California Los Angeles, California

M.B.A. and A.B., University of Michigan Ann Arbor, Michigan

Lois Freeman-Fox v

Film Adjunct Faculty

M.A., University of California Berkeley, California

B.F.A., Cornell University Ithaca, New York

Certificate, New York University New York, New York

Juergen Gottschalk v

Film Adjunct Faculty

M.S. and B.A., Brooks Institute Santa Barbara, California

Paul Margolis v

Film Adjunct Faculty

B.A., Hampshire College Amherst, Massachusetts

Judy Trotter v

Film Adjunct Faculty

B.A., California State University Northridge, California

Tracy Trotter v

Film Adjunct Faculty

M.F.A., M.S. and B.P.A., Brooks Institute Santa Barbara, California

Karl Ulrich v

Film Adjunct Faculty

M.F.A., University of Southern California Los Angeles, California

B.A., Loyola College in Maryland Baltimore, Maryland

Alison Nigh v

Film Adjunct Faculty

M.F.A., American Film Institute Los Angeles, California

B.A., Brooks Institute Santa Barbara, California

Christian Papierniak v

Film Adjunct Faculty

M.F.A., American Film Institute Los Angeles, California

B.A., University of Southern California Los Angeles, California

Brian Price v

Film Adjunct Faculty

M.F.A., University of California Los Angeles, California

B.A., Yale University New Haven, Connecticut

Cecily Rhett v

Film Full Time Faculty

M.A., University of Southern California Los Angeles, California

B.A., Columbia University New York, New York

Paul Ryan v

Film Adjunct Faculty

M.A., University of Southern California Los Angeles, California

B.B.A., Texas A & M University College Station, Texas

David Schwartz v

Film Full Time Faculty

M.A., University of Iowa, Iowa City, Iowa

B.A., Marycrest College, Davenport, Iowa

Professional Photography**C. Christopher Broughton s**

Professional Photography Full Time Faculty

M.S. and B.A., Brooks Institute Santa Barbara, California

Bruce Burkhardt s

Professional Photography Full Time Faculty
B.A., Brooks Institute Santa Barbara, California

Ralph Clevenger s

Commercial Lead Instructor
Professional Photography Full Time Faculty
B.S., San Diego State University San Diego, California
B.A., Brooks Institute Santa Barbara, California

Eliot Crowley s

Professional Photography Adjunct
M.F.A., Academy of Art University, California
B.P.A., Brooks Institute of Photography, California

Dean DePhillipo s

Professional Photography Full Time Faculty
B.A., Brooks Institute Santa Barbara, California

Richard Fuller s

Professional Photography Full Time Faculty
B.A., Brooks Institute Santa Barbara, California

Donna Granada s

Professional Photography Adjunct
B.A., Brooks Institute of Photography, California
A.S., Ventura Community College, California
A.A., Ventura Community College, California

Harry G. Liles s

Professional Photography Adjunct Faculty
B.F.A., Art Center College of Design Pasadena, California
B.F.A., College of William & Mary Norfolk, Virginia

Russell McConnell s

Professional Photography Full Time Faculty
M.A., Syracuse University Syracuse, New York
B.S., State University of New York Syracuse, New York
A.S., Monroe Community College Rochester, New York

Paul Meyer s

Professional Photography Full Time Faculty
M.S. and B.A., Brooks Institute Santa Barbara, California
B.A., University of Hawaii Honolulu, Hawaii

Timothy Meyer s v

Portraiture Lead Instructor
Professional Photography Full Time Faculty
M.F.A, Brooks Institute Santa Barbara, California
M.A. & B.A., California State University Fullerton, California

Scott Miles s

Advertising Lead Instructor
Professional Photography Full Time Faculty
M.S., Boise State University Boise, Idaho
B.A. Brooks Institute Santa Barbara, California

Chris Orwig s v

Professional Photography, Graphic Design, Visual Journalism Full Time Faculty
M. Div., Fuller Theological Seminary Pasadena, California
B.A., University of California Santa Barbara, California

Chuck Place s

Professional Photography Full Time Faculty
B.S., University of Miami Coral Gables, Florida

Nenad (Nino) Rakichevich s

Professional Photography Adjunct Faculty
B.A., Brooks Institute of Photography

William L. Robbins s

Professional Photography Program Chair Full Time
M.A., University of Phoenix, Arizona
B.F.A., Art Center College of Design, Los Angeles, CA
A.A., El Camino College Torrance, California

Christy Schuler s v

Professional Photography, Graphic Design, Visual Journalism Adjunct Faculty
M.S., Brooks Institute, Santa Barbara, California
B.A., Pennsylvania State, University Park, Pennsylvania

Gregory R. Voight s

Professional Photography Full Time Faculty
M.A., Antioch University Santa Barbara, California
B.A., Brooks Institute Santa Barbara, California
A.A., Merced College Merced, California

Rob Winner s

Professional Photography Full Time Faculty
M.S. and B.A., Brooks Institute Santa Barbara, California

MFA in Photography**Tim Bradley**

MFA Photography Adjunct
M.F.A. and B.F.A., Art Center College and Design, California

Dr. Jo Ellen Eng s

Graduate Program Photography Full Time Faculty
Ph.D. and M.A., The Fielding Institute Santa Barbara, California
M.B.A., California Lutheran University Thousand Oaks, California

M.A., California State Polytechnic University, San Luis Obispo, California
B.A., University of California Santa Barbara, California

Dr. Richard Kallan s

MFA Photography Adjunct Faculty
Ph.D., and M.A., Northwestern University, Illinois
B.A., Cal State University Northridge, California

Dr. Glenn Rand s

MFA Photography Adjunct Faculty
Ed.D., University of Cincinnati, Ohio
M.A., Purdue University, Indiana
B.A., Purdue University, Indiana

Marcia Rubenstein s

Graduate Program Photography Program Chair Full Time
M.F.A., School of The Art Institute of Chicago, Illinois
A.B., University of California Berkeley, California

Visual Journalism

Susan Bloom v

Visual Journalism Program Chair Full Time
M.F.A., The University of Texas Austin, Texas
B.A., Hampshire College Amherst, Massachusetts

Greg Cooper v

Visual Journalism Full Time
M.S., Brooks Institute Santa Barbara, California
B.A., Western Kentucky University Bowling Green, Kentucky
A.A., Ventura College Ventura, California

Joseph Gosen v

Visual Journalism Full Time Faculty
M.A., University of Nevada, Reno, Nevada
B.A., San Jose State University San Jose, California
A.A., Ohlone College, Fremont, California

Paul Myers v

Visual Journalism Full Time Faculty
M.A., University of California Santa Barbara, California
B.A., University of California Santa Cruz, California

Anacleto Rapping v

Visual Journalism Full Time Faculty
B.A., California State University San Jose, California

Karin Stellwagen v

Visual Journalism Adjunct Faculty
M.A. University of Southern California Los Angeles, California
B.S. Tufts University Medford, Massachusetts

Jensen Sutta v

Wedding Photography Adjunct Faculty

M.S., Brooks Institute Santa Barbara, California

B.A., University of Richmond, Richmond, Virginia